



A meeting of the **CABINET** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **THURSDAY, 23 JANUARY 2020** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. MINUTES (Pages 5 - 8)

To approve as a correct record the Minutes of the meeting held on 28th November 2019.

Contact Officer: H Peacey - (01480) 388007

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

Contact Officer: Democratic Services - (01480) 388169

3. ALTERNATIVE BUDGET PROPOSALS FOR THE COUNCIL BUDGET 2020/21 (Pages 9 - 12)

To consider a report by the Independent Group Leader on alternative proposals for the Council Budget 2020/21.

Executive Councillor: J A Gray.

Contact Officer: Cllr T Sanderson - (01480) 436822

4. DRAFT 2020/21 REVENUE BUDGET & MEDIUM TERM FINANCIAL STRATEGY (2021/22 TO 2024/25); INCLUDING THE CAPITAL PROGRAMME (Pages 13 - 50)

To approve the Draft Revenue Budget 2020/21 and the Medium Term Financial Strategy 2021/22 to 2024/25.

Executive Councillor: J A Gray.

Contact Officer: C Edwards - (01480) 388822

5. BURY VILLAGE NEIGHBOURHOOD PLAN (Pages 51 - 156)

To receive a report from the Service Manager – Growth on Bury Village Neighbourhood Plan.

Executive Councillor: R Fuller.

Contact Officer: C Kerr - (01480) 388430

6. CABINET APPOINTMENTS (Pages 157 - 158)

To agree membership changes to the following:

- ❖ Hinchingsbrooke Country Park Joint Group
- ❖ Development Plan Policy Advisory Group
- ❖ Member Development Group
- ❖ Huntingdonshire District Council Growth and Infrastructure Thematic Group;
and
- ❖ Shared Services Joint Group

Please refer to the attached.

Executive Councillor: R Fuller and J Neish.

Contact Officer: Democratic Services - 01480 388169

15 day of January 2020



Head of Paid Service

Disclosable Pecuniary Interests and Non-Statutory Disclosable Interests

Further information on [Disclosable Pecuniary Interests and Non - Statutory Disclosable Interests is available in the Council's Constitution](#)

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Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Mrs Habbiba Peacey, Democratic Services Officer, Tel No: 01480 388169 / e-mail: Habbiba.Peacey@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in Civic Suite 0.1B, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Thursday, 28 November 2019.

PRESENT: Councillor G J Bull – Chairman.

Councillors Mrs M L Beuttell, R Fuller, J A Gray and J M Palmer.

APOLOGY: An Apology for absence from the meeting was submitted on behalf of Councillor D M Tysoe.

IN ATTENDANCE: Councillor J Neish.

40 MINUTES

The Minutes of the meeting held on 24th October 2019 were approved as a correct record and signed by the Chairman.

41 MEMBERS' INTERESTS

No declarations were received.

42 INTEGRATED PERFORMANCE REPORT 2019/20 - QUARTER 2

With the aid of a report by the Business Intelligence & Performance Manager and Finance Manager (a copy of which is appended in the Minute Book) the Cabinet were presented with details of the delivery of the Key Actions and Corporate Indicators listed in the Council's Corporate Plan 2018/22. The report also incorporated progress on the current projects being undertaken at the Council and financial performance information at the end of September 2019.

The Chief Operating Officer delivered an update on the background to the report, drawing attention to the performance levels achieved during quarter two. In noting the number of corporate projects currently RAG'd as red, an explanation was delivered on actions undertaken by the Project Management Governance Board and the finding that unrealistic timeframes had been set together with a lack of up to date governance documentation. The Cabinet were informed that steps were being taken to address these matters which included the arrival of the Programme Delivery Manager in the New Year.

The Executive Leader commented upon areas where positive performance levels had been achieved, specifically in relation to homelessness, commercial properties and community litter pick initiatives. Comment was made that more proactive publicity should be undertaken in this respect.

The Finance Manager then went on to explain the financial outturn position at the end of quarter 2 where it was noted that an underspend of £0.328m had been achieved. In response to questions, the Corporate Director (People) delivered an

explanation of the variances relating to areas within the Operations Service and the actions taken to resolve these matters.

Following a brief discussion on the capital budget required for the One Leisure St Ives Outdoor Centre redevelopment project, and having considered the comments of the Overview and Scrutiny Panel (Performance and Growth), the Cabinet

RESOLVED

- a) to note the progress made against Key Activities and Corporate Indicators in the Corporate Plan and current projects, as summarised in Appendix A and detailed in Appendices B and C of the report now submitted; and
- b) to note the Council's financial performance at the end of September 2019, as detailed in Appendix D and the register of reviews of Commercial Investment Strategy propositions as detailed in Appendix E of the report now submitted.

43 TREASURY MANAGEMENT SIX MONTH PERFORMANCE REVIEW

With the assistance of a report by the Finance Manager (a copy of which is appended in the Minute Book) the Cabinet were updated on the Council's treasury management activity for the first six months of the year, including investment and borrowing activity and treasury performance.

Best practice and prescribed treasury management guidance required that Members were informed in respect of treasury management activity. All treasury management activity undertaken during the first half of 2019/20 complied with the CIPFA Code of Practice and relevant legislative provisions.

In noting the comments of the Overview and Scrutiny Panel (Performance and Growth) and having commended Officers for their hard work and efforts in delivering the Commercial Investment Strategy, it was

RESOLVED

- a) to note the treasury management performance for the first 6 months of 2019/20; and
- b) to RECOMMEND the Treasury Management 6-month performance report to Council for consideration.

44 HINCHINGBROOKE COUNTRY PARK JOINT GROUP

The Cabinet received and noted the Minutes of the Hinchingsbrooke Country Park Joint Group on 11th October 2019.

45 EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

46 COMMERCIAL INVESTMENT STRATEGY ASSET

Due to the reasons as contained within the exempt report and an imminent decision being required, having obtained the agreement of the Chairman of the Overview and Scrutiny Panel (Performance and Growth), an item of business was considered under the Special Urgency Provisions - Section 16 of the Access to Information Procedure Rules, as contained in the Council's Constitution, in accordance with Section 100B (4) (b) of the Local Government Act 1972.

The Cabinet gave consideration to an exempt report by the Strategic Estates Officer & Chief Executive (a copy of which is appended in the Annex to the Minute Book) outlining latest developments in relation to a site located within Godmanchester.

The Cabinet fully debated the matter and were satisfied with responses provided by the Managing Director and the Executive Councillor for Resources. Whereupon, it was

RESOLVED

that the recommendation contained within the submitted exempt report be approved and the Managing Director be authorised, following consultation with the Executive Councillor for Strategic Resources, to agree the wording to be included within the final contract.

Chairman

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Alternative Proposals for the Council Budget 2020/21

Meeting/Date: Cabinet – 23rd January 2020

Executive Portfolio: Executive Councillor for Resources

Report by: Councillor Tom Sanderson, Independent Group Leader

Wards affected: All

Executive Summary:

The Council is required to set an annual Budget for the forthcoming year, in order to set the Council Tax for the area and approve its Medium-Term Financial Strategy (MTFS) covering the following four years.

RECOMMENDED

that Cabinet adopt the proposals.

1. PURPOSE OF THE REPORT

- 1.1 To provide the Overview and Scrutiny Panel (Performance and Growth) with the detail of some alternative ideas for the draft Budget for 2020/21 from the Independent Group for the panel to consider when making its recommendations to Cabinet. All suggested savings, new investments and changes to the Band D Council Tax charge has been fully costed by the council's finance team.

2. PROPOSED ALTERNATIVES

- 2.1 The current (2019/20) budget for Active Lifestyles is £177,00. We propose moving £100,000 from this budget line to the Community Chest with new governance arrangements in place to allow for greater transparency and a cross party input to allocating funding for good causes in Huntingdonshire. Clearly there would be no impact on the level of Band D Council Tax charge.
- 2.2 The total budget contribution to the Commercial Investment Reserve is £2.2m, funded by the New Homes Bonus, an increase of £738k. We propose re-allocating £900k of this funding to the following schemes:
- £600k for Housing and Homeless Shelter partnership working;
 - £100k towards the Local Highway Improvements Fund for Huntingdonshire (LHI) in partnership with the County Council. As these would be a capital schemes and not funded from reserves, funding of capital from borrowing would have a direct impact on the General Fund. For the additional provision of Minimum Revenue Provision (MRP) of £5,000 per annum. The impact on the Band D council tax would be an increase of £0.079 per annum.
 - £200k Youth Facilities Fund (for parish councils to bid for).

This would still leave £1.3m to contribute towards any future CIS funding.

2.3 Council Tax

We endorse the 2020/21 draft Budget and MTFS which includes a 2.6% increase in Council Tax which would make the 2020/21 Band D Council Tax £145.86 (an increase of £3.70) which over the life of the MTFS would raise £3.92m.

3. COMMENTS OF OVERVIEW & SCRUTINY

- 3.1 The Overview and Scrutiny Panel (Performance and Growth) received the Alternative Budget Proposals from the HDC Independent Group at its meeting held on 8th January 2020.
- 3.2 Regarding the proposal to transfer £100k from Active Lifestyles to the Community Chest fund, the Cabinet is requested to take into account the fact that the current Community Chest fund of £60k has not been fully allocated. Instead of increasing the Community Chest by £100k, an alternative suggestion discussed by the Panel was that the money might

be allocated to voluntary sector organisations who offer support services. However, before any decisions are taken, the Panel is of the view that the consequences of reducing the Active Lifestyles budget should be fully investigated.

- 3.3 The Panel was sympathetic to the proposal to allocate £600k for a Housing and Homeless Shelter; however, the Panel would want detailed investigations to be completed. In addition, there are active work streams already in place in this area and Members are of the view that these should be completed before consideration is given to pursuing this suggestion.
- 3.4 The Panel also recognised the potential benefits of the proposal to allocate £200k for Youth Facilities. It is, however, recognised that the funding would have to come from the New Homes Bonus, which has an uncertain future.
- 3.5 Whilst Members appreciate the number of highways improvements that are supported by the Local Highway Improvements Fund, the Panel is not convinced that adding £100k to the Fund is the best way to deliver additional improvements.

4. LIST OF APPENDICES INCLUDED

- 4.1. Appendix 1 – Summary of alternative budget proposals

CONTACT MEMBER

Cllr Tom Sanderson, Independent Group Leader

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Summary of Proposals for the 2020/21 Budget

Budget Proposal	Growth/(Savings) Impact on General Fund £000	Impact on Council Tax Band D £	Comments
Diversion of half Active Lifestyles budget to the wider community via Community Chest Fund	Nil	Nil	A diversion between services with no net impact to the General Fund.
Housing and Homeless Shelter Partnership fund	Nil	Nil	This assumes that this is funded from New Homes Bonus. As this is a re-allocation of funds already included within the MTFS the impact to the General Fund will be nil.
Provide a contribution to LHI scheme	Nil	Nil	This assumes that this is funded from New Homes Bonus. As this is a re-allocation of funds already included within the MTFS the impact to the General Fund will be nil.
Youth facilities fund	Nil	Nil	This assumes that this is funded from New Homes Bonus. As this is a re-allocation of funds already included within the MTFS the impact to the General Fund will be nil.

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Draft 2020/21 Revenue Budget & Medium Term Financial Strategy (2021/22 to 2024/25); including the Capital Programme

Meeting/Date: Cabinet – 23rd January 2020

Executive Portfolio: Executive Councillor for Strategic Resources (JG)

Report by: Finance Manager (CE)

Ward affected: All

Executive Summary:

Revenue Budget

For the Council to:

- set the Council Tax for the area, the Council is required to set an annual Budget for the forthcoming year;
- ensure effective future financial planning, the Council approves a Medium Term Financial Strategy (MTFS) for the subsequent 4 years.

Consequently, this report sets out the Draft Budget for 2020/21, including details of the draft service budgets, and the revised MTFS for the period 2021/22 to 2024/25 for Cabinet approval.

At this point in the Budget setting process, the draft Net Service Expenditure for 2020/21 is £17.6m (the detailed Draft Budget 2020/21 and MTFS is shown in **Appendix 1**).

When comparing the Draft 2020/21 Net Service Expenditure Budget to the 2019/20 Forecast Outturn and the Original Budget, there has been a net increase of £878k (5.2%) and net increase of £504k (2.9%) respectively. The draft figures include:

- growth (£2.21m).
- savings and additional income (£1.4m),
- the impact of all other budget adjustments (£60k; inflation and employee related expenditure).

Government Funding

On 23 December 2019 the Secretary of State for Housing, Communities and

Local Government announced the provisional finance settlement for 2020/21. The settlement confirmed Revenue Support Grant (RSG) of zero. New Homes Bonus (NHB) has increased by £174k compared to 2019/20. Further prudent adjustments have been made reducing funding income by £82k to allow for the effects of the fair Funding Review (from 2021/22 onwards) and potential negative Revenue Support Grant (from 2021/22 onwards). These adjustments have been informed by the expertise of the consultants Pixel (specialist in local government finance).

Any NHB received for the term of the MTFS is planned to be allocated to the Commercial Investments Strategy Earmarked Reserve.

Council Tax

The Council Tax base (i.e. the number of Council Tax Band D properties) is 62,854 for 2020/21 with a detailed breakdown by parish shown in Appendix 2, for the period of the MTFS this has been increased by 1.76% per annum.

The 2020/21 draft Budget and MTFS includes a 2.6% increase in Council Tax and this would make the 2020/21 Band D Council Tax £145.86 (an increase of £3.70) which over the life of the MTFS would raise £3.92m.

Reserves

The Council's policy about the General Fund Reserve is to maintain this at a minimum level of 15% of net revenue expenditure of the authority. There are therefore minor adjustments to the General Fund over the MTFS to maintain this level. Any excess budget (or reserve contribution required) after the General Fund adjustment is taken to, or made from, the Budget Surplus Earmarked Reserve. Where surpluses can be invested, these are then transferred to the CIS Earmarked Reserve.

Capital Programme

There is a capital requirement of £16.6m in 2020/21, £14.4m funded from borrowing and the balance from external sources (grants and contributions) and internal contributions (capital receipts, capital reserve and earmarked reserves). The Minimum Revenue Provision (MRP) has been calculated at £2.5m. The revenue implications of the capital proposals are built into the corresponding revenue budgets.

Comments of the Overview and Scrutiny Panel (Performance and Customers will be detailed in Section 10 of this report.

Recommendation(s):

It is recommended that the Cabinet approves:

- Overall Draft Budget 2020/21 and MTFS 2021/22 to 2024/25 (**Appendix 1**)

- Savings and growth proposals (4.1 to 4.6 **Appendices 3 and 4**),
- Draft Capital Programme 2020/21 to 2024/25 (9.1 to 9.2), and
- Planned increase in Council Tax of 2.6% for 2020/21 and for the duration of the MTFS (7.1 to 7.3, **Table 6**).

1. PURPOSE OF THE REPORT

1.1 To provide Cabinet with the detail of the Draft Budget preparations to date for consideration. The report sets out:

- the draft 2020/21 Revenue Budget and Medium Term Financial Strategy (MTFS) for the period 2021/22 to 2024/25,
- how the Budget has moved in comparison to the 2019/20 Original Budget and the 2019/20 Forecast Outturn,
- draft Capital Programme 2020/21 to 2024/25, and the
- impact on reserves.

2. PREPARATION OF THE DRAFT BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2024/25

2.1 The draft 2020/21 budget and MTFS have been set on the following basis:

- growth (£2.3m),
- savings and additional income (£1.4m).
- the impact of all other budget adjustments (savings of £44k; inflation and employee related and other service growth of £176k),
- the Financial Settlement that was agreed by government in December 2019; reflecting new grant income streams for New Homes Bonus and Business Rates, and
- the Draft Capital Programme 2020/21 to 2024/25.

2.2 The detailed analysis of the draft 2020/21 Budget and MTFS (2021/22 to 2024/25) is attached at **Appendix 1**.

3. REFLECTIONS ON THE 2019/20 FORECAST OUTTURN

3.1 As at August 2019, the forecast outturn was an under spend of £321k. The main reasons for this underspend are shown in **Table 1** below:

Table 1	2019/20 Forecast	
Service	Net Variance £'000	Comments/Management Actions
Chief Operating Officer	(206)	• Staff savings due to delay in recruitment • Additional costs in relation to Hamerton Zoo Inquiry • Additional Planning application fees
Assistant Director Transformation	(0)	
Assistant Director Corporate Services	(371)	• Reduction in MRP costs in 19/20 due to slippage of capital programme in 18/19 • Staff savings not achieved due to delay in service restructure • Additional Income from Commercial Investments
Head of Leisure & Health	(17)	
Head of Operations	294	• Additional Water Standpipe costs not budgeted for • Reduction in expected efficiency savings on litter bin reductions • Reduction in income from rental of 3rd floor at Patherfiner House
Head of 3C's ICT Shared Service	0	
Corporate Leadership Team	29	
Programmes Delivery Manager	0	
Housing Manager	(23)	• Staff savings due to delay in recruitment
Planning Manager	(29)	• Staff savings due to delay in recruitment
Total	(321)	

4. REVENUE: SERVICE SAVINGS, INCOME AND GROWTH

- 4.1 Over the Autumn of 2019/20 Portfolio Holders were challenged to establish savings and income proposals in respect of their budgets as well as budgetary growth proposals. The conclusions of these, as well as the changes from the 2020/21 budget that was part of the 2019/20 MTFS, are shown in **Table 2** below, with further commentary in paragraphs 4.2 to 4.6.

Table 2 Service savings, income and growth					
Service	Adjusted 2019/20 MTFS Totals for 2020/21	New Growth/ Savings Bids	Inflation & Employee Related Growth/ Savings	Other Service Growth/ Savings	2020/21 Budget
	£000	£000	£000	£000	£000
Chief Operating Officer	4,712	75	(284)	(144)	4,359
Assistant Director Transformation	135	179	67	28	408
Assistant Director Corporate Services	4,884	(308)	206	0	4,782
Head of Leisure & Health	(506)	279	(318)	330	(215)
Head of Operations	3,623	634	162	10	4,429
Head of 3C's ICT Shared Service	2,104	18	77	(60)	2,139
Corporate Leadership Team	629	0	8	32	669
Programmes Delivery Manager	66	0	4	0	70
Housing Manager	158	0	19	0	177
Planning Manager	892	(47)	16	(19)	842
Total	16,697	830	(44)	176	17,660

Savings and Additional Income

- 4.2 Following the audit of the 2018/19 accounts, the Council again received an unqualified "Value for Money" opinion; this reflects the Council's continuous efforts to manage its ongoing service pressures and their impact over the medium term.
- 4.3 Initial budget suggestions for 2020/21 were considered by the Policy Development Group in late October 2019. Further work was then undertaken on the proposals ahead of a Member's away day in November. Following this work, the draft budget and MTFS as detailed in this report were compiled which included savings and unavoidable growth proposals as detailed in paragraph 2.1. As with previous years, finding the required savings to balance the budget proved very challenging. The proposals also reflected the August forecast outturn position for 2019/20.

- 4.4 A summary of the savings and additional income proposals is shown in **Table 3** below:

Table 3 Service	Savings and Additional Income	
	£000 (*)	Comments
Chief Operating Officer	6	
Assistant Director of Transformation	0	
Assistant Director of Corporate Services	1,339	Additional Commercial Investment Income
Head of Leisure & Health	35	Grant Income
Head of Operations	5	
Head of 3C's ICT Share Services	0	
Corporate Leadership Team	0	
Programme Delivery Manager	0	
Housing Manager	0	
Planning Manager	47	Additional Community Levy Infrastructure
Total	1,432	
* Detailed analysis of savings proposals is shown in Appendix 3 .		

Growth

- 4.5 As noted under 'Savings' above, the pressure on services continues at pace with some specific issues coming to the fore, with pressures being reflected in the period covered by the MTFS. This has meant that there has been growth for 2020/21 (totalling £2.3m), of which some extends over the MTFS period; this is summarised in **Table 4** below with more detailed commentary in paragraph 4.6.

Table 4	Service Growth Proposals			
Service	Growth			
	Employee Related/Other Service Growth £000	Service Growth Bids £000 (*)	Total £000	Comments
Chief Operating Officer	-428	81	-347	Reduction in Housing Benefit Subsidy; Reduction in Salaries due to Senior Leadership restructure
Assistant Director of Transformation	95	179	274	One off transformation growth bids
Assistant Director of Corporate Services	206	1,031	1,237	Inflationary costs on salaries; One off costs for feasibility studies and potential redevelopments
Head of Leisure & Health	-12	314	302	Realignment of previous savings included in MTFS
Head of Operations	172	639	811	Inflationary costs on salaries; Realignment of previous savings included in MTFS
Head of 3C's ICT Share Services	17	18	35	
Corporate Leadership Team	40	0	40	Inflationary costs on salaries
Programme Delivery Manager	4	0	4	Inflationary costs on salaries
Housing Manager	19	0	19	Inflationary costs on salaries
Planning Manager	-3	0	-3	Change in starting grade
Total	110	2,262	2,372	
* The detailed analysis of Other Growth is shown at Appendix 4				

- 4.6 The "Unavoidable Growth" is made-up of:
- Inflation:
 - Employee Inflation of an additional 1% included over the entire budget period; across the current establishment this reflects an

- increase of £234k for 2020/21 (including national insurance and pension).
 - Business Rates Inflation of 2% has been included; this is reflective of the current proposals included in the Chancellor's budget.
- Employee Related Growth

The Chancellor has indicated that the proposed increased the 'national minimum wage' from £8.21 to £9.00 per hour, which is still to be confirmed. This has a minimal effect on cost.

5. REVENUE: COMMERCIAL INVESTMENT STRATEGY

- 5.1 The Commercial Investment Strategy (CIS) continues to be a main income stream for the Council. For 2019/20 the net income from additional CIS investment is forecasted to be £2.4m.
- 5.2 This is below what the CIS income was anticipated to achieve, the main reasons for the reduction in income have been due to a lack of 'quality' commercial property coming onto the market. Over the past year, the Council has reviewed 52 propositions; of these no formal bids were submitted.
- 5.3 The Council has a robust process of acquisition; as well as considering initial yield and ongoing income, the Council undertakes considerable due diligence to ensure that the proposition being reviewed represents fair value of money and will award the Council a fair return over the medium term. Again, as part of the audit of the 2018/19 accounts, the external auditor undertook a governance review of the Councils approach to the acquisition of commercial assets.
- 5.4 Considerable government and private sector commentary in respect of local government's activity in the commercial property investment market, specifically over whether councils should be investing outside of their boundaries, led to a consultation being carried out by both the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Ministry of Housing, Communities and Local Government (MHCLG). As a result of the consultation the following new/updated guidance has been issued:
 - i. CIPFA Prudential Code 2018
 - ii. CIPFA Treasury Management Code 2018
 - iii. Statutory Guidance on Local Government Investments (3rd Edition) (Issued by MHCLG)

Whilst the above documents have attempted to clarify the position on out of area purchases, the result has not been entirely conclusive with the position probably requiring testing in the courts in the future. However, the Council sought its own independent counsel advice which confirmed it can continue to purchase commercial assets outside of its boundary.

- 5.5 In light of the current market conditions and lack of good quality properties, the Treasury and Capital Management Group considers that CIS investment

strategy has been achieved in underpinning the financing of service provision. However, it has chosen to redefine its investment activity; to:

- concentrate its CIS acquisition activity within the Councils boundary going forward – but this is not to say that if the Council became aware of quality propositions outside of its boundary that it would not follow-up such propositions (providing they remain affordable and within regulation).
- pursue housing development. To provide a mix tenure housing development portfolio through a range of partnerships.

Table 5	Collection Fund Estimated Deficit 2019/20	
	(Surplus) / Deficit £000	HDC Share £000
Council Tax	6,737	907

- 6.8 The deficit for 2019/20 is as a result of estimating a surplus for 2018/19 position. The actual position for 2018/19 was a deficit of £2.2m, as reported in the Financial Statements. Therefore, the above deficit includes the reprofiling of the surplus cash balances paid out to the preceptors during 19/20. The effect on the reserves for 19/20 and 20/21 after reprofiling is net nil.

7. DRAFT BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2024/25

- 7.1 This section brings together all the service budget conclusions, CIS and Corporate & Government Funding proposals into the 'consolidated' Draft Budget 2020/21 and MTFS 2021/22 to 2024/25. This is shown in **Table 6 and 7** respectively below.

- 7.2 It is proposed that the MTFS assumption of a 2.6% Council Tax increase is applied for 2020/21 and that the policy to increase the Council Tax by 2.6% over the period of the MTFS is continued.

- 7.3 Some comments are made in paragraph 8.1 below in respect of the implications of next year's budget and the MTFS on Reserves. However, there are some conclusions that can be directly born out from the 2020/21 budget and MTFS shown in **Table 6** principally:

- In 2020/21, the Council produces a surplus budget of £1.0m, £2.2m being a direct contribution to the CIS Earmarked Reserve and £1.2m being a contribution from the General Fund (this is an increased contribution of £0.250m over that estimated last year).
- Last year, the total draw down from the General Fund between 2021/22 and 2023/24 was estimated to be £3.97m; this budget round the total draw down is estimated to be £1.086m – an decrease of £2.8m.

- For the approved 2019/20 MTFS, the estimated budget gap at the end of the MTFS period (2023/24) was £1.4m. For 2020/21 MTFS, the gap for 2023/24 is £0.514m; a decrease of £0.886m.
- The budget gap at end of the 'new' MTFS period (2024/25) is estimated at £0.422m.
- The approach in previous years to managing the budget gap has been via the Plan-on-a-Page, more detail on this will be provided in the Final Budget report that will come before members in February.

Table 6	Council Services Net Expenditure Budget (2020/21) and MTFS						
	2019/20		2020/21	Medium Term Financial Strategy			
	Budget	Forecast (August)	Budget	2021/22	2022/23	2023/24	2024/25
	£000	£000	£000	£000	£000	£000	£000
Chief Operating Officer	4,194	3,989	4,359	4,568	4,751	4,869	4,999
Assistant Director Transformation	0	0	408	335	313	513	484
Assistant Director Corporate Resources	5,042	4,671	4,782	5,250	5,378	5,571	5,370
Head of Leisure & Health	(20)	(37)	(215)	(371)	(394)	(328)	(250)
Head of Operations	3,852	4,146	4,429	4,473	4,468	4,627	4,821
Head of 3C's ICT Shared Service	2,145	2,145	2,139	2,144	2,169	2,234	2,300
Corporate Leadership Team	815	844	669	682	695	708	722
Programmes Delivery Manager	0	0	70	71	72	74	75
Housing Manager	220	198	177	180	183	186	189
Planning Manager	908	879	842	860	828	846	896
Net Expenditure	17,156	16,835	17,660	18,192	18,463	19,300	19,606
	Council Funding Statement Budget (2020/21) and MTFS						
	2019/20		2020/21	Funding Streams and a 2.6% Council Tax increase			
	Budget	Forecast (August)	Budget	Medium Term Financial Strategy			
	£000	£000	£000	£000	£000	£000	£000
Net Expenditure	17,156	16,835	17,660	18,192	18,463	19,300	19,606
Contribution to/(from) Earmarked Reserves:	0						
- Commercial Investment Strategy	2,038	2,038	2,212	881	427	0	0
General Reserves	1,247	1,567	(1,228)	(391)	(181)	(514)	(422)
Budget Requirement	20,441	20,440	18,644	18,682	18,709	18,786	19,182
Non-Domestic Rates	(5,958)	(5,958)	(6,674)	(6,811)	(6,949)	(7,090)	(7,106)
Non-Domestic Rates (Growth Pilot)	(949)	(949)	0	0	0	0	0
S31 Grant	(1,729)	(1,729)	(1,579)	(1,579)	(1,579)	(1,579)	(1,579)
Revenue Support Grant (RSG)	0	0	0	0	0	0	0
Fair Funding Review Adjustment	0	0	82	163	245	326	408
New Homes Bonus	(2,038)	(2,038)	(2,212)	(881)	(427)	0	0
Collection Fund (Surplus) / Deficit	(989)	(989)	907	0	0	0	0
Council Tax Requirement	8,778	8,777	9,168	9,574	9,999	10,443	10,905
- Base (*)	61,749	61,749	62,854	63,978	65,123	66,287	67,471
- Per Band D	142.16	142.16	145.86	149.65	153.54	157.54	161.63
- Increase £			£ 3.70	£ 3.79	£ 3.89	£ 3.99	£ 4.10
- Increase %			2.60%	2.60%	2.60%	2.60%	2.60%

8. RESERVES

- 8.1 **Table 7** below shows the estimated impact on the Councils General Fund and key Earmarked Reserves over the life of the MTFS. The primary conclusions are:

i. General Fund

The Council maintains a General Fund of 15% of Net Expenditure over the MTFS period (this is subject to review, with a report coming to Cabinet in February).

ii. Budget Surplus Reserve

At the end of 2024/25 members will see that the Reserve maintains a 'credit' balance only after contributions from the Commercial Investment reserve, this demonstrates that the Council has a 'balanced budget' over the MTFS period.

iii. Commercial Investment Reserve

Between 2020/21 and 2022/23, members will see that there is an annual contribution to the Reserve of £3.5m; this is the same amount as the New Homes Bonus shown in **Table 6**. This clearly demonstrates that the Council is not relying on central government resourcing to finance the delivery of Council services.

Further, in 2020/21 members will see that the Reserve has a contribution of £2.2m; this is a direct allocation from an element of New Homes Bonus for that year. As noted in (ii) the Commercial investment Reserve contributes to the budget surplus reserve from 2023/24 onwards.

Table 7	Reserves and MTFS							
	2019/20		2020/21	Medium Term Financial Strategy				
	Budget £000	Forecast £000		Budget £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
GENERAL FUND (Unallocated) RESERVE								
b/f	2,686	2,555	2,525	2,649	2,729	2,769	2,895	
Contribution to Reserve	0	0	0	0	0	0	0	
Contribution from Reserve	1,247	1,567	(1,228)	(391)	(181)	(514)	(422)	
Contribution from(to) Budget Surplus	(1,360)	(1,597)	1,352	471	221	640	468	
c/f	2,573	2,525	2,649	2,729	2,769	2,895	2,941	
Net Expenditure	17,156	16,835	17,660	18,192	18,463	19,300	19,606	
Minimum Level of Reserves (15%)	2,592	2,525	2,649	2,729	2,769	2,895	2,941	

BUDGET SURPLUS RESERVE							
b/f	3,449	3,465	3,031	1,621	1,092	813	115
Contribution to Reserve	0	0	0	0	0	0	0
Contribution from Reserve	0	0	0	0	0	0	0
Contribution from (to) General Fund	1,360	1,597	(1,352)	(471)	(221)	(640)	(468)
Contribution from (to) CIS Reserve	(266)	(1,266)	0	0	0	0	412
Contribution from (to) Earmarked Reserves	(723)	(765)	(58)	(58)	(58)	(58)	(58)
c/f	3,820	3,031	1,621	1,092	813	115	1

COMMERCIAL INVESTMENT RESERVE							
b/f	4,733	3,106	3,536	5,710	6,591	7,018	7,018
Contribution to Reserve (former NHB)	2,038	2,038	2,212	881	427	0	0
Contribution from Reserve	(2,716)	(2,874)	(38)	0	0	0	0
Contribution from (to) General Fund	0	0	0	0	0	0	0
Contribution from (to) Budget Surplus Reserve	266	1,266	0	0	0	0	(412)
c/f	4,321	3,536	5,710	6,591	7,018	7,018	6,606

9. CAPITAL PROGRAMME

- 9.1 The detailed draft Capital Programme for the period 2020/21 to 2024/25 is included in **Appendix 5** and summarised in **Table 8** below, along with the sources of finance. The revenue implications of the individual capital proposals are built into the individual revenue budgets and the impact of the proposed programme on the Minimum Revenue Position (MRP) is £2.5m. This does not include the MRP for the Commercial Investment Strategy (CIS) as this is dealt with separately under the CIS / MRP policy.

Table 8	Capital Programme Summary					
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	Budget	Budget	Budget	Budget	Budget	Budget
	£'000	£'000	£'000	£'000	£'000	£'000
Gross Expenditure						
Chief Operation Officer	2,306	2,250	2,250	2,200	2,150	2,100
Assistant Director of Transformation	0	94	15	15	0	0
Assistant Director of Resources	2,524	10,449	9,329	13,531	8,721	1,918
Head of Leisure & Health	1,489	306	296	285	300	0
Head of Operations	1,324	3,450	1,861	1,382	1,754	1,038
3C ICT	50	62	0	130	130	0
		0	0	0	0	0
	7,693	16,611	13,751	17,543	13,055	5,056
Sources of Finance						
Grants and Contributions	(1,475)	(1,393)	(1,301)	(1,301)	(1,301)	(1,301)
Use of Capital Reserves	0	0	0	0	0	0
Capital Receipts	(1,204)	(820)	(770)	(7,520)	(9,220)	(2,420)
Use of Earmarked Reserves	0	0	0	0	0	0
	(2,679)	(2,213)	(2,071)	(8,821)	(10,521)	(3,721)
Net to be funded by borrowing (Internal)	5,014	14,398	11,680	8,722	2,534	1,335

- 9.2 All capital proposals have been subject to internal officer scrutiny via the Finance and Procurement Governance Board and have followed the capital project methodology introduced last year.

10. COMMENTS OF OVERVIEW & SCRUTINY

- 10.1 The Overview and Scrutiny Panel (Performance and Growth) received the Draft 2020/21 Revenue Budget and Medium Term Financial Strategy 2021/22 to 2024/25, including the capital programme, at its meeting held on 8th January 2020.
- 10.2 The Panel discussed a budget line for Civil Parking Enforcement, which has been included within the budget. Whilst Members were assured that no detailed work had been undertaken at this stage, the Panel requested to see, at an early stage, any proposal or study on this subject.

- 10.3 In relation to the Council Tax Increase section of the report, Members discussed the definition of 'local wages'. The figure for Huntingdonshire differs from that for Cambridgeshire, which would have an impact upon the proposed increase in Council Tax. It was confirmed to the Panel that the Cambridgeshire figure would be used.
- 10.4 Regarding the impact on the Council of the Chancellor's proposed increase to the national minimum wage, it was explained that there was a potential risk associated with the cascading effect that raising the minimum wage would have upon the Council's pay scales.
- 10.5 A question was raised regarding the reduction in employee costs for the Housing service. It was explained that the senior management restructure had resulted in there no longer being a senior management recharge into the service. Members were reassured that there was no intention to reduce the number of staff in the service.
- 10.6 During deliberation on the Leisure and Health budget, the Panel was reassured that this year's budget for the service was achievable. In addition, it was noted that the losses accrued by the One Leisure site in Sawtry have been taken out of the budget as the Council is no longer responsible for the site.

11. KEY IMPACTS / RISKS

- 11.1 The setting of the budget and the Council Tax will directly impact on how Council services are to be delivered to both the residents and businesses of Huntingdonshire. Consequently the delivery of the 2020/21 Budget, when approved, will be proactively managed via the Council's budgetary monitoring processes throughout the year. In addition to the budget itself, it is essential that the Council maintains adequate reserves to ensure that it has an effective safety net to meet unforeseen risks.

12. TIMETABLE FOR IMPLEMENTATION

- 12.1 The 2020/21 Budget forms an integral part of service planning process for 2020/21 and therefore actions and timescales required to ensure savings are achieved and service spending is in line with the approved budget will be contained within the final service plans.

13. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND / OR CORPORATE OBJECTIVES

- 13.1 The Budget is the financial interpretation of the Councils strategic and operational priorities that are included within the entire Corporate Plan. However, the budget process itself meets the following specific aims and objectives of the Corporate Plan:

- Becoming a more efficient and effective Council.

- 13.2 This will assist the Council to:

- Become more efficient in the way we deliver services providing value for money services.

14. CONSULTATION

14.1 A consultation process is currently underway.

15. LEGAL IMPLICATIONS

15.1 There are no direct legal implications arising from this report.

16. RESOURCE IMPLICATIONS

16.1 The resource implications have been shown within the main body of this report.

17. OTHER IMPLICATIONS

17.1 All implications are contained within the body of the report.

18. REASONS FOR THE RECOMMENDED DECISIONS

18.1 To enable Cabinet to comment on the Draft Budget 2020/21 and the MTFS:

- the impact of Budget changes on service budgets.
- Draft Capital Programme 2020/21 to 2024/25.
- Increasing the Council Tax over the life of the MTFS

19. LIST OF APPENDICES INCLUDED

Appendix 1: Draft Budget 2020/21 and Medium term financial Strategy 2021/22 to 2024/25

Appendix 2: Council Tax Base 2020/21

Appendix 3: Savings proposals

Appendix 4: Service Growth proposals

Appendix 5: Capital Programme 2020/21

BACKGROUND PAPERS

Working papers in Resources; Accountancy Services

CONTACT OFFICER

Claire Edwards, Finance Manager

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Revenue Operational Budgets and Medium Term Financial Strategy

Subjective Analysis of Spend and Income

Huntingdonshire District Council									
Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
17,197	☐Employees	Salary	17,756	18,511	19,158	19,347	19,748	20,127	20,493
1,487		National Insurance	1,523	1,602	1,656	1,679	1,707	1,741	1,776
4,219		Pension	2,769	2,941	3,063	3,117	3,174	3,238	3,302
1,767		Hired Staff	1,197	319	358	306	306	306	306
195		Employee Insurance	198	195	216	239	239	239	239
99		Recruitment	40	15	92	94	94	97	97
187		Training	135	124	131	131	131	131	131
43		Uniform & laundry	43	41	45	39	45	45	45
263		Other staff costs	1,808	1,797	1,696	1,694	1,692	1,722	1,752
216		Severance payments	207	178	169	160	152	152	152
25,674	Employees Total		25,676	25,723	26,584	26,806	27,288	27,797	28,293
228	☐Buildings	Rents	208	173	172	172	196	196	196
1,112		Rates	1,177	1,197	1,197	1,233	1,270	1,308	1,347
1,282		Repairs & Maintenance	1,423	1,282	1,354	1,371	1,382	1,385	1,387
0		Fixtures & Fittings	0	0	0	0	0	0	0
746		Energy Costs	857	894	897	858	858	858	858
112		Water Services	181	165	155	155	155	155	155
230		Premises Cleaning	236	241	226	226	226	226	226
92		Premises Insurance	99	96	104	108	108	108	108
218		Ground Maintenance Costs	11	23	14	14	15	14	14
4,019	Buildings Total		4,192	4,071	4,119	4,136	4,210	4,250	4,290
26	☐Supplies & Services	Catering	21	22	22	22	22	22	22
334		Members Allowances	384	402	402	402	402	402	402
410		Office expenses	452	438	412	418	444	444	444
4,343		Communication and computing	4,308	3,218	3,159	3,143	3,187	3,186	3,186
5,089		Services	5,471	6,673	6,405	6,438	6,298	6,832	7,075
1,379		Equipment, furniture & materials	1,058	988	968	970	964	974	974
111		Rents	250	255	240	230	230	230	230
0		Uniform & laundry	0	1	0	0	0	0	0
0		Expenses	0	0	0	0	0	0	0
98		Insurance - service related	90	77	79	81	81	81	81
11,789	Supplies & Services Total		12,035	12,073	11,689	11,705	11,630	12,172	12,414
42	☐Transport	Mileage Allowance	59	66	62	62	62	62	62
(1)		Pool Car	23	32	70	86	86	86	86
220		Vehicle Insurance	168	167	173	178	178	178	178
22		Public Transport	24	28	25	25	25	25	25
1,016		Operating Costs	944	926	927	945	945	945	945
25		Contract Hire & operating leases	15	19	19	19	19	19	19
1,324	Transport Total		1,233	1,237	1,276	1,315	1,315	1,315	1,315
117	☐Benefit & Transfer	Irrecoverable V A T	112	117	106	106	106	106	106
403		Levies	436	408	408	408	408	408	408
1		Services	10	1	1	1	1	1	1
1,468		Contributions paid	1,396	1,356	1,067	1,067	1,067	1,067	1,067
874		Grants	1,041	900	868	829	829	829	829
33,112		Benefits	29,366	24,041	26,102	23,251	11,896	11,896	11,896
35,974	Benefit & Transfer Payments Total		32,361	26,822	28,550	25,660	14,306	14,306	14,306
0	☐Renewals Fund Contribution	Renewals Fund Contribution	35	33	33	33	33	33	33
0		Repairs & Maintenance	0	0	25	25	25	25	25
0	Renewals Fund Contribution Total		35	33	58	58	58	58	58
(19,989)	☐Income & Fees	Fees & charges	(20,278)	(17,910)	(17,683)	(17,790)	(17,902)	(17,991)	(18,016)
(1,203)		Sales	(1,098)	(1,039)	(1,007)	(1,010)	(1,012)	(1,022)	(1,022)
(3,729)		Rent	(4,854)	(5,795)	(6,047)	(5,683)	(5,738)	(5,885)	(6,331)
122		Bad Debts Provision	136	152	167	187	187	177	177
(33,028)		Government grants	(29,702)	(24,349)	(26,114)	(23,271)	(11,931)	(11,930)	(11,930)
(3,077)		Other grants and contributions	(2,207)	(3,177)	(3,247)	(3,238)	(3,264)	(3,264)	(3,265)
0		Commuted sums	(151)	(151)	(151)	(151)	(151)	(151)	(151)
(564)		Interest	(542)	(533)	(533)	(533)	(533)	(533)	(533)
(61,468)	Income & Fees Total		(58,696)	(52,803)	(54,615)	(51,490)	(40,345)	(40,600)	(41,071)
17,314	Net Expenditure		16,835	17,157	17,660	18,192	18,462	19,299	19,606
78,782	Gross Service Expenditure		75,531	69,959	72,275	69,682	58,807	59,898	60,677
(61,468)	Gross Service Income		(58,696)	(52,803)	(54,615)	(51,490)	(40,345)	(40,600)	(41,071)
17,314	Net Service Expenditure		16,835	17,157	17,660	18,192	18,462	19,299	19,606
	Budget Totals by Responsible Officer								
3,467	Chief Operating Officer		3,989	4,194	4,359	4,568	4,751	4,869	4,999
270	Assistant Director Transformation		0	0	408	335	313	513	484
4,997	Assistant Director Corporate Services		4,671	5,042	4,782	5,250	5,378	5,571	5,370
279	Head of Leisure & Health		(37)	(20)	(215)	(371)	(394)	(328)	(250)
4,614	Head of Operations		4,146	3,852	4,429	4,473	4,468	4,627	4,821
2,120	Head of 3C's ICT Shared Service		2,145	2,145	2,139	2,144	2,169	2,234	2,300
774	Corporate Leadership Team		844	815	669	682	695	708	722
0	Programmes Delivery Manager		0	0	70	71	72	74	75
177	Housing Manager		198	220	177	180	183	186	189
615	Planning Manager		879	908	842	860	828	846	896
17,314	Net Service Expenditure Total		16,835	17,157	17,660	18,192	18,462	19,299	19,606

Analysis of Budget Variations - HDC Total Budget						
	2019/20 £	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £
Previous MTFS Totals	17,157	16,699	18,010	18,172	18,631	18,631
New Bids Added						
Chief Operating Officer		75	75	75	225	225
Strategic Housing and Planning		(47)	(47)	(47)	(47)	(47)
Head of Leisure and Health		279	270	316	373	340
Head of Operations		634	106	95	123	167
Corporate Leadership Team		0	0	0	0	0
Head of 3C ICT		18	0	0	0	0
Head of Resources		(308)	(540)	(507)	(637)	(911)
Head of Transformation		179	32	(10)	(29)	(66)
		830	(104)	(78)	8	(292)
Impact of Other Changes						
Inflation Assumptions		216	442	661	917	1,482
General Salary Changes						
Pension Contribution Rate		(173)	(345)	(496)	(659)	(659)
Salary Changes (Incl NI & Pens)		(88)	(46)	(46)	(46)	(37)
Transfer of Sawtry Leisure Facility						
Misc Adjustments		177	236	250	449	481
		131	287	369	661	1,266
New MTFS Total	17,157	17,660	18,192	18,462	19,299	19,606

* Controllable Budgets – Support Service Costs (e.g. HR and Financial Services) are not allocated out to the service budgets in the tables above and in the Head of Service tables that follow. The support service budgets are shown in full under the Head of Service responsible for that support service. Therefore, the Controllable Budgets do not represent the total cost of a service.

Budgets by Service Area

Chief Operating Officer

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
4,580	Employees	Salary	4,754	4,964	4,931	5,010	5,073	5,174	5,278
429		National Insurance	436	472	463	473	479	489	499
742		Pension	764	796	805	821	832	849	866
80		Hired Staff	79	0	0	0	0	0	0
15		Training	6	5	5	5	5	5	5
17		Other staff costs	21	23	23	23	23	23	23
17		Recruitment	9	0	0	0	0	0	0
2		Severance payments	0	0	0	0	0	0	0
0		Uniform & laundry	(1)	(1)	1	(1)	1	1	1
5,881	Employees Total		6,068	6,258	6,228	6,331	6,413	6,541	6,671
34	Buildings	Rents	3	2	2	2	2	2	2
121		Repairs & Maintenance	121	81	119	117	119	119	119
13		Energy Costs	14	28	28	28	28	28	28
0		Rates	0	1	1	1	1	1	1
29		Water Services	32	28	28	28	28	28	28
197	Buildings Total		170	139	177	176	177	177	177
102	Supplies & Services	Rents	95	105	90	80	80	80	80
2		Catering	0	1	1	1	1	1	1
144		Communication and computing	79	119	127	127	127	127	127
334		Services	418	459	387	377	377	377	377
32		Equipment, furniture & materials	18	24	24	24	24	24	24
42		Office expenses	(6)	55	12	12	12	12	12
0		Uniform & laundry	0	0	0	0	0	0	0
0		Expenses	0	0	0	0	0	0	0
656	Supplies & Services Total		605	764	641	621	621	621	621
13	Transport	Mileage Allowance	21	24	23	23	23	23	23
56		Operating Costs	21	14	20	20	20	20	20
6		Public Transport	7	11	9	9	9	9	9
27		Pool Car	14	21	21	21	21	21	21
102	Transport Total		64	69	73	73	73	73	73
256	Benefit & Transfer Payments	Grants	345	253	253	253	253	253	253
6		Irrecoverable V A T	6	6	6	6	6	6	6
1,389		Contributions paid	1,307	1,273	984	984	984	984	984
33,112		Benefits	29,366	24,041	26,102	23,251	11,896	11,896	11,896
34,763	Benefit & Transfer Payments Total		31,023	25,572	27,344	24,493	13,139	13,139	13,139
0	Renewals Fund Contribution	Renewals Fund Contribution	10	8	8	8	8	8	8
0	Renewals Fund Contribution Total		10	8	8	8	8	8	8
(5,094)	Income & Fees	Fees & charges	(4,462)	(4,322)	(4,067)	(3,951)	(3,838)	(3,839)	(3,839)
(116)		Rent	(120)	(110)	(110)	(110)	(110)	(110)	(110)
(12)		Other grants and contributions	(19)	(3)	(3)	(3)	(3)	(3)	(3)
38		Bad Debts Provision	110	122	137	157	157	147	147
(32,943)		Government grants	(29,451)	(24,296)	(26,061)	(23,219)	(11,878)	(11,877)	(11,877)
(6)		Sales	(8)	(7)	(7)	(7)	(7)	(7)	(7)
(38,133)	Income & Fees Total		(33,951)	(28,617)	(30,112)	(27,134)	(15,681)	(15,691)	(15,691)
3,467	Grand Total		3,989	4,194	4,359	4,568	4,751	4,869	4,999

41,599	Gross Service Expenditure	37,939	32,812	34,472	31,702	20,432	20,559	20,689
(38,133)	Gross Service Income	(33,951)	(28,617)	(30,112)	(27,134)	(15,681)	(15,691)	(15,691)
3,467	Net Service Expenditure	3,989	4,194	4,359	4,568	4,751	4,869	4,999

845	Customer Services	748	804	822	836	854	871	888
(46)	Housing Miscellaneous	(50)	(38)	26	27	28	30	31
823	Housing Needs	1,016	1,066	1,146	1,170	1,184	1,189	1,205
1,093	Housing Benefits	1,154	1,050	1,371	1,511	1,605	1,637	1,670
(229)	Local Tax Collection	(224)	(228)	(228)	(228)	(228)	(228)	(228)
(135)	Council Tax Support	(122)	(123)	(122)	(121)	(120)	(119)	(119)
298	Document Centre	263	248	176	180	185	190	195
237	Business Team	248	260	278	273	279	285	290
(157)	Licensing	(132)	(105)	(63)	(57)	(52)	(46)	(41)
540	Community Team	541	584	541	547	553	560	567
285	Environmental Protection Team	320	314	375	381	390	398	405
(614)	Development Management	(406)	(320)	(426)	(402)	(379)	(354)	(327)
22	Head of Customer Services	108	108	0	0	0	0	0
0	Chief Operating Officer	0	0	103	105	107	109	111
84	Head of Development	85	87	0	0	0	0	0
117	Building Control	153	153	153	153	153	153	153
87	Head of Community	86	86	0	0	0	0	0
1	Closed Churchyards	2	(13)	(13)	(13)	(13)	(13)	(13)
125	Environmental Health Admin	110	143	144	129	126	128	131
6	Emergency Planning	12	12	12	12	12	12	12
85	Corporate Health & Safety	77	106	65	66	67	68	69

Assistant Director Transformation

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
154	☐ Employees	Salary	180	0	457	376	342	330	299
18		National Insurance	20	0	37	37	38	39	40
26		Pension	31	0	57	58	59	60	61
6		Hired Staff	(6)	0	0	0	0	0	0
2		Training	4	0	10	10	10	10	10
0		Other staff costs	0	0	0	0	0	0	0
6		Recruitment	1	0	5	5	5	5	5
213	Employees Total		231	0	565	487	454	444	415
0	☐ Buildings	Rents	0	0	0	0	0	0	0
0		Repairs & Maintenance	1	0	0	0	0	0	0
0	Buildings Total		1	0	0	0	0	0	0
0	☐ Supplies & Services	Catering	0	0	0	0	0	0	0
0		Communication and computing	0	0	1	1	1	1	1
46		Services	(232)	0	(203)	(210)	(200)	10	10
5		Equipment, furniture & materials	0	0	1	2	2	2	2
3		Office expenses	1	0	5	1	1	1	1
55	Supplies & Services Total		(231)	0	(196)	(207)	(197)	13	13
0	☐ Transport	Mileage Allowance	0	0	0	0	0	0	0
0		Operating Costs	0	0	1	1	1	1	1
1		Public Transport	0	0	0	0	0	0	0
0		Pool Car	0	0	39	55	55	55	55
2	Transport Total		0	0	39	55	55	55	55
0	☐ Benefit & Transfer Payments	Grants	0	0	0	0	0	0	0
0	Benefit & Transfer Payments Total		0	0	0	0	0	0	0
270	Grand Total		0	0	408	335	313	513	484

270	Gross Service Expenditure	0	0	408	335	313	513	484
0	Gross Service Income	0	0	0	0	0	0	0
270	Net Service Expenditure	0	0	408	335	313	513	484

270	Transformation	0	0	408	335	313	513	484
270	Grand Total	0	0	408	335	313	513	484

Assistant Director Corporate Resources

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
1,260	⇒ Employees	Salary	1,058	1,314	1,472	1,402	1,560	1,591	1,622
104		National Insurance	103	135	148	139	142	145	148
1,779		Pension	182	221	256	261	267	272	277
568		Hired Staff	487	22	74	22	22	22	22
103		Training	66	62	62	62	62	62	62
6		Other staff costs	1,586	1,584	1,584	1,584	1,584	1,615	1,648
8		Recruitment	11	0	0	0	0	0	0
193		Severance payments	177	178	169	160	152	152	152
195		Employee Insurance	198	195	216	238	238	238	238
4,216	Employees Total		3,868	3,711	3,980	3,869	4,027	4,098	4,170
168	⇒ Buildings	Rents	179	145	145	145	169	169	169
74		Repairs & Maintenance	142	144	144	144	144	144	144
5		Energy Costs	9	7	7	7	7	7	7
7		Premises Cleaning	16	15	15	15	15	15	15
92		Premises Insurance	99	96	103	108	108	108	108
35		Rates	47	28	29	30	31	32	33
0		Water Services	0	0	0	0	0	0	0
381	Buildings Total		492	434	443	448	473	474	475
8	⇒ Supplies & Services	Rents	154	150	150	150	150	150	150
2		Catering	2	3	3	3	3	3	3
167		Communication and computing	232	117	117	117	160	160	160
3,317		Services	4,212	5,599	5,360	5,561	5,494	5,761	5,933
4		Equipment, furniture & materials	0	0	3	3	3	3	3
185		Office expenses	219	144	134	144	169	169	169
83		Insurance - service related	79	73	75	77	77	77	77
334		Members Allowances	384	402	402	402	402	402	402
4,100	Supplies & Services Total		5,284	6,489	6,245	6,458	6,459	6,727	6,899
9	⇒ Transport	Mileage Allowance	7	11	11	11	11	11	11
0		Operating Costs	0	0	0	0	0	0	0
4		Public Transport	2	3	3	3	3	3	3
0		Pool Car	0	1	1	1	1	1	1
207		Vehicle Insurance	165	166	171	176	176	176	176
0		Contract Hire & operating leases	0	0	0	0	0	0	0
220	Transport Total		175	180	185	191	191	191	191
0	⇒ Benefit & Transfer Payments	Services	0	0	0	0	0	0	0
2		Grants	40	39	39	0	0	0	0
21		Irrecoverable V A T	20	21	21	21	21	21	21
94		Contributions paid	89	83	83	83	83	83	83
403		Levies	436	408	408	408	408	408	408
520	Benefit & Transfer Payments Total		585	550	550	511	511	511	511
(497)	⇒ Income & Fees	Fees & charges	(472)	(400)	(447)	(418)	(418)	(418)	(418)
(3,427)		Rent	(4,512)	(5,403)	(5,655)	(5,291)	(5,346)	(5,493)	(5,939)
(1)		Other grants and contributions	(21)	0	0	0	0	0	0
(564)		Interest	(542)	(533)	(533)	(533)	(533)	(533)	(533)
83		Bad Debts Provision	26	30	30	30	30	30	30
(31)		Government grants	(213)	(17)	(17)	(17)	(17)	(17)	(17)
(3)		Sales	(0)	0	0	0	0	0	0
(4,439)	Income & Fees Total		(5,733)	(6,322)	(6,621)	(6,228)	(6,283)	(6,430)	(6,876)
4,997	Grand Total		4,671	5,042	4,782	5,250	5,378	5,571	5,370

9,437	Gross Service Expenditure	10,404	11,364	11,403	11,477	11,661	12,001	12,246
(4,439)	Gross Service Income	(5,733)	(6,322)	(6,621)	(6,228)	(6,283)	(6,430)	(6,876)
4,997	Net Service Expenditure	4,671	5,042	4,782	5,250	5,378	5,571	5,370

0	Transformation	(26)	(101)	(7)	(42)	(93)	(131)	(133)
4,604	Corporate Finance	4,854	5,005	5,136	5,381	5,823	6,158	6,363
90	Head of Resources	89	89	106	108	110	112	114
(2,753)	Commercial Estates	(3,221)	(2,792)	(3,587)	(3,236)	(3,495)	(3,636)	(4,075)
621	Human Resources	468	492	589	454	460	467	473
501	Risk Management	481	481	516	550	550	550	550
193	Legal	210	224	224	224	224	224	224
141	Audit	150	143	137	139	142	144	146
767	Finance	820	666	775	777	790	803	816
60	Procurement	46	26	62	48	35	36	37
775	Democratic & Elections	799	811	831	845	833	844	854
4,997	Grand Total	4,671	5,042	4,782	5,250	5,378	5,571	5,370

Head of Leisure & Health

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
3,719	⇒Employees	Salary	3,779	3,983	3,770	3,820	3,897	3,975	4,054
215		National Insurance	211	221	209	210	215	219	223
418		Pension	425	475	463	467	477	486	496
9		Hired Staff	9	12	0	0	0	0	0
17		Training	19	3	0	0	0	0	0
22		Other staff costs	27	1	(99)	(101)	(103)	(105)	(107)
5		Recruitment	0	0	77	79	79	82	82
6		Uniform & laundry	7	9	11	8	11	11	11
4,413	Employees Total		4,477	4,704	4,430	4,484	4,575	4,668	4,759
12	⇒Buildings	Rents	11	10	10	10	10	10	10
331		Repairs & Maintenance	307	294	238	266	251	253	251
121		Premises Cleaning	126	132	117	117	117	117	117
505		Energy Costs	607	630	629	590	590	590	590
215		Ground Maintenance Costs	10	22	14	14	15	14	14
69		Water Services	106	117	83	83	83	83	83
473		Rates	479	480	459	473	487	501	516
0		Fixtures & Fittings	0	0	0	0	0	0	0
1,726	Buildings Total		1,646	1,687	1,549	1,552	1,552	1,567	1,580
16	⇒Supplies & Services	Catering	17	16	17	17	17	17	17
87		Communication and computing	82	83	78	80	82	80	80
148		Services	170	195	210	255	253	274	274
448		Equipment, furniture & materials	470	497	465	473	467	477	476
139		Office expenses	142	142	142	142	142	142	142
0		Uniform & laundry	0	0	0	0	0	0	0
2		Insurance - service related	0	0	0	0	0	0	0
0		Expenses	0	0	0	0	0	0	0
840	Supplies & Services Total		881	935	912	967	961	990	990
10	⇒Transport	Mileage Allowance	10	10	10	10	10	10	10
6		Operating Costs	9	8	9	9	9	9	9
2		Public Transport	2	2	0	0	0	0	0
0		Contract Hire & operating leases	0	0	0	0	0	0	0
18	Transport Total		21	20	19	19	19	19	19
0	⇒Benefit & Transfer Payments	Services	9	0	0	0	0	0	0
81		Irrecoverable V A T	78	81	70	70	70	70	70
81	Benefit & Transfer Payments Total		88	81	70	70	70	70	70
0	⇒Renewals Fund Contribution	Repairs & Maintenance			25	25	25	25	25
0		Renewals Fund Contribution	0	25	25	25	25	25	25
0	Renewals Fund Contribution Total		0	25	50	50	50	50	50
(5,919)	⇒Income & Fees	Fees & charges	(6,310)	(6,613)	(6,405)	(6,704)	(6,810)	(6,871)	(6,896)
(750)		Sales	(776)	(817)	(785)	(788)	(790)	(800)	(800)
(125)		Other grants and contributions	(82)	(36)	(49)	(15)	(15)	(16)	(16)
(4)		Rent	(7)	(5)	(5)	(5)	(5)	(5)	(5)
(1)		Government grants	0	0	0	0	0	0	0
(6,799)	Income & Fees Total		(7,174)	(7,471)	(7,244)	(7,513)	(7,620)	(7,692)	(7,718)
279	Grand Total		(62)	(20)	(215)	(371)	(394)	(328)	(250)

7,078	Gross Service Expenditure	7,113	7,451	7,029	7,142	7,226	7,364	7,468
(6,799)	Gross Service Income	(7,174)	(7,471)	(7,244)	(7,513)	(7,620)	(7,692)	(7,718)
279	Net Service Expenditure	(62)	(20)	(215)	(371)	(394)	(328)	(250)

81	Head of Leisure & Health	83	83	85	87	88	90	92
420	Leisure Centres Corporate	444	465	379	384	389	394	399
(222)	One Leisure	(588)	(568)	(680)	(842)	(872)	(813)	(741)
279	Grand Total	(62)	(20)	(215)	(371)	(394)	(328)	(250)

Head of Operations									
Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
4,041	⇒Employees	Salary	4,213	4,456	4,726	4,859	4,920	5,021	5,122
357		National Insurance	374	389	406	418	423	431	440
658		Pension	728	792	816	829	846	863	880
722		Hired Staff	480	193	209	209	209	209	209
19		Training	1	1	1	1	1	1	1
154		Other staff costs	161	152	152	152	152	152	152
2		Recruitment	4	0	0	0	0	0	0
22		Severance payments	16	0	0	0	0	0	0
0		Employee Insurance	0	0	0	0	0	0	0
35		Uniform & laundry	36	32	32	32	32	32	32
6,010	Employees Total		6,015	6,015	6,342	6,500	6,582	6,709	6,836
12	⇒Buildings	Rents	11	13	13	13	13	13	13
461		Repairs & Maintenance	503	518	608	598	623	624	627
224		Energy Costs	227	229	233	233	233	233	233
102		Premises Cleaning	94	94	94	94	94	94	94
0		Premises Insurance	0	0	0	0	0	0	0
603		Rates	651	688	709	730	752	774	797
14		Water Services	42	19	44	44	44	44	44
4		Ground Maintenance Costs	1	1	1	1	1	1	1
0		Fixtures & Fittings	0	0	0	0	0	0	0
1,419	Buildings Total		1,529	1,562	1,701	1,712	1,759	1,782	1,809
2	⇒Supplies & Services	Catering	0	0	0	0	0	0	0
109		Communication and computing	113	63	38	38	38	38	38
630		Services	582	204	338	252	222	257	297
341		Equipment, furniture & materials	257	238	247	240	240	240	240
44		Office expenses	54	53	73	73	73	73	73
12		Insurance - service related	12	4	4	4	4	4	4
1,138	Supplies & Services Total		1,018	562	700	607	577	612	652
(1)	⇒Transport	Mileage Allowance	3	4	4	4	4	4	4
951		Operating Costs	914	903	898	916	916	916	916
1		Public Transport	1	1	1	1	1	1	1
(31)		Pool Car	4	5	5	5	5	5	5
13		Vehicle Insurance	3	1	1	1	1	1	1
22		Contract Hire & operating leases	15	18	18	18	18	18	18
955	Transport Total		940	932	927	945	945	945	945
490	⇒Benefit & Transfer Payments	Grants	499	504	504	504	504	504	504
9		Irrecoverable V A T	8	9	9	9	9	9	9
499	Benefit & Transfer Payments Total		507	513	513	513	513	513	513
(4,974)	⇒Income & Fees	Fees & charges	(5,132)	(4,941)	(4,962)	(5,012)	(5,118)	(5,143)	(5,143)
(182)		Rent	(215)	(277)	(277)	(277)	(277)	(277)	(277)
(33)		Other grants and contributions	(121)	(138)	(138)	(138)	(138)	(138)	(138)
(29)		Government grants	(14)	(16)	(16)	(16)	(16)	(16)	(16)
(188)		Sales	(229)	(209)	(209)	(209)	(209)	(209)	(209)
0		Commuted sums	(151)	(151)	(151)	(151)	(151)	(151)	(151)
(5,406)	Income & Fees Total		(5,862)	(5,733)	(5,754)	(5,804)	(5,909)	(5,935)	(5,935)
4,614	Grand Total		4,146	3,852	4,429	4,473	4,468	4,627	4,821

10,020,557	Gross Service Expenditure	10,009	9,584	10,183	10,277	10,376	10,562	10,755
(5,406,365)	Gross Service Income	(5,862)	(5,733)	(5,754)	(5,804)	(5,909)	(5,935)	(5,935)
4,614,192	Net Service Expenditure	4,146	3,852	4,429	4,473	4,468	4,627	4,821

1,086	Facilities Management	880	748	867	885	902	920	938
1,214	Green Spaces	1,030	1,024	1,106	951	967	983	1,000
94	Head of Operations	80	82	83	85	87	88	90
84	Environmental & Energy Mgt	217	216	219	205	210	216	222
7	Public Conveniences	18	18	6	6	6	6	6
2,436	Waste Management	2,397	2,386	2,518	2,729	2,725	2,824	2,923
892	Street Cleansing	789	734	804	777	786	801	816
(1,460)	Car Parks - Off Street	(1,594)	(1,535)	(1,453)	(1,442)	(1,509)	(1,519)	(1,497)
(33)	Car Park - On Street	(49)	(132)	(132)	(132)	(132)	(132)	(132)
249	Fleet Management	259	265	300	304	309	313	317
(51)	Markets	(44)	(65)	(35)	(48)	(46)	(44)	(42)
(72)	CCTV	(90)	(89)	(89)	(89)	(89)	(89)	(89)
167	CCTV Shared Service	253	198	233	242	250	259	268
4,614	Grand Total	4,146	3,852	4,429	4,473	4,468	4,627	4,821

Head of 3C ICT Shared Service

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
2,225	☐ Employees	Salary	2,412	2,339	2,442	2,491	2,541	2,592	2,644
236		National Insurance	240	234	250	255	260	265	271
384		Pension	404	405	431	440	448	457	466
354		Hired Staff	143	92	74	74	74	74	74
21		Training	31	44	44	44	44	44	44
59		Other staff costs	13	37	37	37	37	37	37
57		Recruitment	7	15	10	10	10	10	10
1		Uniform & laundry	1	1	1	1	1	1	1
0		Employee Insurance	0	0	0	0	0	0	0
3,337	Employees Total		3,250	3,167	3,290	3,352	3,416	3,481	3,547
0	☐ Buildings	Rents	0	0	0	0	0	0	0
295		Repairs & Maintenance	350	246	246	246	246	246	246
295	Buildings Total		350	247	247	247	247	247	247
0	☐ Supplies & Services	Catering	0	1	1	1	1	1	1
3,827		Communication and computing	3,790	2,830	2,787	2,768	2,768	2,768	2,768
473		Services	42	43	42	42	42	42	42
549		Equipment, furniture & materials	313	227	227	227	227	227	227
(32)		Office expenses	12	13	12	12	12	12	12
0		Insurance - service related	0	0	0	0	0	0	0
4,818	Supplies & Services Total		4,157	3,114	3,069	3,050	3,050	3,050	3,050
9	☐ Transport	Mileage Allowance	12	10	10	10	10	10	10
2		Operating Costs	0	0	0	0	0	0	0
4		Public Transport	7	8	8	8	8	8	8
2		Pool Car	2	4	4	4	4	4	4
3		Contract Hire & operating leases	0	1	1	1	1	1	1
20	Transport Total		22	23	23	23	23	23	23
0	☐ Benefit & Transfer Payments	Services	0	0	0	0	0	0	0
(16)		Contributions paid	0	0	0	0	0	0	0
(16)	Benefit & Transfer Payments Total		0	0	0	0	0	0	0
(3,172)	☐ Income & Fees	Fees & charges	(3,585)	(1,400)	(1,427)	(1,440)	(1,454)	(1,454)	(1,454)
(255)		Sales	(85)	(5)	(5)	(5)	(5)	(5)	(5)
(2,906)		Other grants and contributions	(1,964)	(3,000)	(3,057)	(3,082)	(3,107)	(3,107)	(3,107)
(6,333)	Income & Fees Total		(5,634)	(4,405)	(4,489)	(4,527)	(4,567)	(4,567)	(4,567)
2,120	Grand Total		2,145	2,145	2,139	2,144	2,169	2,234	2,300

8,453	Gross Service Expenditure	7,779	6,551	6,628	6,672	6,735	6,800	6,867
(6,333)	Gross Service Income	(5,634)	(4,405)	(4,489)	(4,527)	(4,567)	(4,567)	(4,567)
2,120	Net Service Expenditure	2,145	2,145	2,139	2,144	2,169	2,234	2,300

2,120	ICT Shared Service	0	2,145	2,145	2,139	2,144	2,169	2,234	2,300
2,120	Grand Total	0	2,145	2,145	2,139	2,144	2,169	2,234	2,300

Corporate Leadership Team

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
582	☐Employees	Salary	631	636	497	507	518	528	539
65		National Insurance	70	72	57	58	59	60	61
101		Pension	108	110	86	88	90	91	93
8		Training	8	9	9	9	9	9	9
0		Other staff costs	0	0	0	0	0	0	0
0		Severance payments	13	0	0	0	0	0	0
756	Employees Total		829	827	649	662	675	688	702
2	☐Buildings	Rents	2	0	0	0	0	0	0
2	Buildings Total		2	0	0	0	0	0	0
1	☐Supplies & Services	Catering	1	1	1	1	1	1	1
3		Communication and computing	2	3	1	1	1	1	1
0		Services	7	(15)	5	5	5	5	5
1		Equipment, furniture & materials	0	1	0	0	0	0	0
18		Office expenses	16	18	18	18	18	18	18
22	Supplies & Services Total		26	7	25	25	25	25	25
2	☐Transport	Mileage Allowance	3	3	2	2	2	2	2
2		Public Transport	2	1	1	1	1	1	1
0		Pool Car	0	0	0	0	0	0	0
4	Transport Total		5	4	4	4	4	4	4
0	☐Benefit & Transfer Payments	Services	1	1	1	1	1	1	1
0	Benefit & Transfer Payments Total		1	1	1	1	1	1	1
(10)	☐Income & Fees	Fees & charges	(19)	(24)	(10)	(10)	(10)	(10)	(10)
(0)		Sales	0	0	0	0	0	0	0
(10)	Income & Fees Total		(19)	(24)	(10)	(10)	(10)	(10)	(10)
774	Grand Total		844	815	669	682	695	708	722

785	Gross Service Expenditure	863	838	679	692	705	718	732
(10)	Gross Service Income	(19)	(24)	(10)	(10)	(10)	(10)	(10)
774	Net Service Expenditure	844	815	669	682	695	708	722

283	Corporate Team	344	319	95	97	98	100	102
0	Business Change	0	0	41	43	44	45	46
0	Business Intelligence & Performa	0	0	24	24	25	25	26
491	Directors	500	496	508	518	528	538	549
774	Grand Total	844	815	669	682	695	708	722

Programmes Delivery Manager

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
0	☐Employees	Salary	0	0	54	55	56	57	58
0		National Insurance	0	0	6	6	6	7	7
0		Pension	0	0	9	9	10	10	10
0	Employees Total		0	0	69	70	72	73	75
0	☐Supplies & Services	Office expenses	0	0	0	0	0	0	0
0	Supplies & Services Total		0	0	0	0	0	0	0
0	☐Transport	Mileage Allowance	0	0	0	0	0	0	0
0		Public Transport	0	0	0	0	0	0	0
0		Pool Car	0	0	0	0	0	0	0
0	Transport Total		0	0	1	1	1	1	1
0	Grand Total		0	0	70	71	72	74	75

0	Gross Service Expenditure	0	0	70	71	72	74	75
0	Gross Service Income	0	0	0	0	0	0	0
0	Net Service Expenditure	0	0	70	71	72	74	75

0	Programmes Delivery	0	0	70	71	72	74	75
0	Grand Total	0	0	70	71	72	74	75

Housing Manager								
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Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
103	☐ Employees	Salary	129	150	116	119	121	124	126
9		National Insurance	11	14	11	12	12	12	12
18		Pension	22	26	20	21	21	21	22
28		Hired Staff	6	0	0	0	0	0	0
158	Employees Total		168	189	148	151	154	157	160
0	☐ Supplies & Services	Catering	0	0	0	0	0	0	0
1		Communication and computing	0	1	0	0	0	0	0
0		Services	2	2	0	0	0	0	0
1		Office expenses	0	1	0	0	0	0	0
2	Supplies & Services Total		3	4	1	1	1	1	1
0	☐ Transport	Mileage Allowance	1	1	1	1	1	1	1
0		Public Transport	0	0	0	0	0	0	0
0		Pool Car	0	0	0	0	0	0	0
0	Transport Total		1	2	1	1	1	1	1
17	☐ Benefit & Transfer Payments	Grants	28	28	28	28	28	28	28
17	Benefit & Transfer Payments Total		28	28	28	28	28	28	28
0	☐ Income & Fees	Fees & charges	(1)	(2)	0	0	0	0	0
0	Income & Fees Total		(1)	(2)	0	0	0	0	0
177	Grand Total		198	220	177	180	183	186	189

177	Gross Service Expenditure	199	222	177	180	183	186	189
0	Gross Service Income	(1)	(2)	0	0	0	0	0
177	Net Service Expenditure	198	220	177	180	183	186	189

177	Housing Strategy	0	198	220	177	180	183	186	189
177	Grand Total	0	198	220	177	180	183	186	189

Planning Manager

Actuals 2018/19	Subjective Analysis : Controllable Only		2019/20 Forecast (August)	2019/20 Budget	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget
£			£	£	£	£	£	£	£
533	☐ Employees	Salary	600	669	693	707	722	736	751
54		National Insurance	59	67	69	71	72	74	75
93		Pension	104	116	120	122	125	127	130
5		Other staff costs	0	0	0	0	0	0	0
4		Recruitment	7	0	0	0	0	0	0
1		Training	0	0	0	0	0	0	0
0		Uniform & laundry	0	0	0	0	0	0	0
691	Employees Total		770	851	883	901	919	938	956
0	☐ Buildings	Rents	2	2	2	2	2	2	2
0	Buildings Total		2	2	2	2	2	2	2
3	☐ Supplies & Services	Catering	0	0	0	0	0	0	0
5		Communication and computing	10	2	11	11	11	11	11
141		Services	270	186	266	156	106	106	137
10		Office expenses	13	12	16	16	16	16	16
159	Supplies & Services Total		294	200	293	183	133	133	164
1	☐ Transport	Mileage Allowance	3	4	1	1	1	1	1
2		Public Transport	2	2	2	2	2	2	2
0		Pool Car	1	1	1	1	1	1	1
3	Transport Total		5	7	4	4	4	4	4
109	☐ Benefit & Transfer Payments	Grants	129	77	45	45	45	45	45
109	Benefit & Transfer Payments Total		129	77	45	45	45	45	45
(323)	☐ Income & Fees	Fees & charges	(297)	(208)	(364)	(254)	(255)	(255)	(255)
(0)		Sales	(1)	(1)	(1)	(1)	(1)	(1)	(1)
(24)		Government grants	(24)	(20)	(20)	(20)	(20)	(20)	(20)
(347)	Income & Fees Total		(321)	(229)	(384)	(275)	(275)	(275)	(275)
615	Grand Total		879	908	842	860	828	846	896

962	Gross Service Expenditure	1,200	1,137	1,227	1,135	1,103	1,122	1,171
(347)	Gross Service Income	(321)	(229)	(384)	(275)	(275)	(275)	(275)
615	Net Service Expenditure	879	908	842	860	828	846	896

23	Public Transport	26	26	24	24	24	24	24
38	Transportation Strategy	25	25	0	0	0	0	0
88	Economic Development	173	181	185	189	193	196	199
466	Planning Policy	655	675	633	647	611	626	673
615	Grand Total	879	908	842	860	828	846	896

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Appendix 2

2020/21 Tax Base Calculation by Town/Parish Council area:

Based on the information contained within this report, it is recommended that pursuant to the Revenues and Benefits Manager's report and in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the amounts calculated by the Huntingdonshire District Council as their (net) tax base for the whole District for the year 2020/21 be 62,854 and shall be as listed below for each Town or Parish of the District:

Abbotsley	260
Abbots Ripton	133
Alconbury	574
Alconbury Weston	292
Alwalton	119
Barham & Woolley	30
Bluntisham	746
Brampton	2253
Brington & Molesworth	173
Broughton	95
Buckden (incorporating Diddington)	1196
Buckworth	54
Bury	639
Bythorn & Keyston	150
Catworth	161
Chesterton	62
Colne	372
Conington	74
Covington	45
Denton & Caldecote	27
Earith	599
Easton	76
Ellington	242
Elton	289
Farcet	528
Fenstanton	1273
Folksworth & Washingley	348
Glatton	133
Godmanchester	2759
Grafham	235
Great & Little Gidding	125
Great Gransden	446
Great Paxton	365
Great Staughton	326
Haddon	23
Hail Weston	245
Hamerton & Steeple Gidding	53
Hemingford Abbots	332
Hemingford Grey	1282

Hilton	455
Holme	248
Holywell-cum-Needingworth	985
Houghton & Wyton	782
Huntingdon	7643
Kimbolton & Stonely	598
Kings Ripton	84
Leighton Bromswold	79
Little Paxton	1552
Morborne	12
Offord Cluny & Offord D'Arcy	530
Old Hurst	102
Old Weston	99
Perry	268
Pidley-cum-Fenton	174
Ramsey	2902
St Ives	6010
St Neots	11074
Sawtry	1936
Sibson-cum-Stibbington	231
Somersham	1407
Southoe & Midloe	157
Spaldwick	247
Stilton	776
Stow Longa	69
The Stukeleys	864
Tilbrook	124
Toseland	38
Upton & Coppingford	89
Upwood & The Raveleys	434
Warboys	1525
Waresley-cum-Tetworth	144
Water Newton	41
Winwick	46
Wistow	226
Woodhurst	153
Woodwalton	83
Wyton-on-the-Hill	429
Yaxley	2951
Yelling	153
	62854

Analysis of Growth by Service		
Service	2020/21 £'000	Comments
Chief Operating Officer		
Revenues & Benefits	(6)	Efficiency Savings
Temporary Accommodation Schemes		
	<u>(6)</u>	
Assistant Director Corporate Services		
Huntingdon Redevelopment	(450)	Potential investment Income
Commercial Investment Income	(889)	Additional income from Commercial Investments
	<u>(1,339)</u>	
Head of Leisure & Health		
Playing Pitch & Built Facility Strategies	(35)	Grant Funding
	<u>(35)</u>	
Head of Operations		
Return Verge side Cutting to County	(5)	Additional Income
	<u>(5)</u>	
 HDC Total	 (1,385)	

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Analysis of Growth by Service		
Service	2020/21 £'000	Comments
Chief Operating Officer		
Provision for Trespasser Eviction Costs	10	Expenditure Growth
Temporary Accommodation Schemes	71	Expenditure Growth
	81	
Assistant Director Transformation		
Data & Analytics Tools and Data Warehouse		
Commissioning	71	Expenditure Growth
Data Sharing & Standards	20	Expenditure Growth
		One-off Expenditure Growth, savings from 21/22 onwards
Voice Bots - Personalisation	24	
Contact Centre Telephony Discovery & Proof of Concept	28	One-off Expenditure Growth, savings from 21/22 onwards
Personas Library, Life Events Catalogue and Informed Outreach	36	One-off Expenditure Growth, savings from 21/22 onwards
	179	
Assistant Director Corporate Services		
Procurement Unachieved Savings	30	Expenditure Growth
Huntingdon Redevelopment	450	Investment Growth off set by income
St Ives Redevelopment	200	One off Expenditure, savings from 23/24
Enhanced Bank Account Checks	3	
HR Payroll System Implementation	184	One off expenditure growth
Customer Portal for HDC- savings re-profile	63	Income Reduction
MRP	46	Investment Growth
Alms Close Development	55	Income Reduction
	1031	
Head of Leisure & Health		
Playing Pitch & Built Facility Strategies	35	Expenditure Growth
OLSI Fitness Classes	75	Reprofiling budget; Income Reduction
Fitness Memberships	39	Reprofiling budget; Income Reduction
Remove Inflationary Price Increases	75	Reprofiling budget; Income Reduction
Birthday Parties	20	Reprofiling budget; Income Reduction
Education Income	50	Reprofiling budget; Income Reduction
OLSI Swimming Income	9	Reprofiling budget; Income Reduction
Hospitality (OLSI Outdoor)	11	Reprofiling budget; Income Reduction
	314	
Head of Operations		
Fencing Repairs	11	Expenditure Growth
Play Area Repairs	7	Expenditure Growth
Café Development - Priory Park St Neots/Riverside	40	Expenditure Growth
Remove Bus Station Levy	14	Expenditure Growth
District-Wide Sign maintenance	2	Expenditure Growth
Standpipe Licences	25	Expenditure Growth
Underground Litter Bin Study	7	Expenditure Growth
Underground Recycling & Waste Bin Study	15	Expenditure Growth
District-Wide Winter Verge Clearance	50	Expenditure Growth
Reversal of Previous ZBB Grounds Maintenance Saving	40	Expenditure Growth
Civil Parking Enforcement	134	Expenditure Growth
Energy Metering and Auditing	14	Expenditure Growth
Market Income Reduction and Incentives	25	Expenditure Growth
Markets - Strategy Review	15	Expenditure Growth
Secure Cycle Storage	9	Expenditure Growth
Vehicle Maintenance Costs	40	Expenditure Growth
Visitor Monitoring	11	Expenditure Growth
Footpath Repairs	10	Expenditure Growth
Cost of Recycling Processing	100	Income Reduction; Savings from 2021/22
Hinchingsbrooke Country Park	70	Income Reduction
	639	
Head of 3C's ICT Shared Service		
Cyber Security improvements, server and network monitoring enhancements	7	Expenditure Growth
Resource Planning Tool	5	Expenditure Growth
Improving and consolidating corporate data management and analytical capabilities	7	Expenditure Growth
	18	
HDC Total	2262	

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Capital Programme	Budget	Medium Term Financial Strategy				
	2019/20 £000s	2020/21 £000s	2021/22 £000s	2022/23 £000s	2023/24 £000s	2024/25 £000s
Gross Expenditure						
Chief Operating Officer						
CCTV Camera Replacements	78					
CCTV Pathfinder House Resilience	20					
CCTV Wi-Fi	250					
Lone Worker Software	20					
Scanner	16					
Traveller Security Improvements	50					
Environmental Health Software	40					
Alconbury Weald Remediation						
Disabled Facilities Grants	2,260	2,250	2,250	2,200	2,150	2,100
Corporate Resources						
Huntingdon West Development						
A14 Upgrade	200	200	200	200	200	200
Housing Company	206					
Huntingdon Redevelopment (rephased)		8,500	7,595			
St Ives Redevelopment				6,800	8,500	1,700
Leisure and Health						
One Leisure St Neots Synthetic Pitch						
One Leisure Improvements	495	306	296	285	300	0
One Leisure Huntingdon Changing Facilities						
One Leisure Huntingdon Development						
One Leisure St Neots Pool	14					
One Leisure St Ives Burgess Hall						
One Leisure St Ives - New Fitness Offering	233					
One Leisure St Ives - New Fitness Offering (Rephase)						
One Leisure Ramsey 3G	754					
One Leisure Ramsey 3G (Rephase)						
One Leisure St Ives Swimming Changing Rooms	250					
One Leisure Impressions Equipment	531					
Assistance Director of Resources						
Industrial Unit Roof Replacement						
Income Management Software	62					
Oak Tree Car Park Development	58		1,500	6,500		
Alms Close Development	1,000	665				
Huntingdon Redevelopment (rephased)						
St Ives Redevelopment						
Financial Management System Replacement						
FMS Archive Solution	3					
Capita Upgrade	9					
Oak Tree Remedial Works	1,000	1,000				
Loan Facility to Huntingdon Town Council						
Investment in Trading Company	100					
Health and Safety Works on Commercial Properties	23					
Energy Efficiency Works at Commercial Properties	54	25	10	10	0	
VAT Partial Exemption	169	59	24	21	21	18
Customer Services						
E-forms						
Pathfinder House Reception DWP						
3C ICT						
Flexible Working - 3CSS	33					
Hardware Replacement				130	130	
Generator - 3ICT Backup		27				
Data Centre Storage		23				
Wi-Fi access points		12				
Robotics	50					
ICT Transformation	353					

Operations						
Civil Parking Enforcement		217				
Fencing	10	12	13	13	13	13
Lighting - Loves Farm Footpath		16				
Building Efficiencies - Salix (Rephase)	46					
Wheeled Bins	186	238	254	254	254	254
Vehicle Fleet Replacement	125	1,199	1,396	1,085	1,457	741
Play Equipment	35	53	30	30	30	30
Secure cycle storage		58	88			
Re-Fit Buildings (Rephase)	233					
Parking Strategy	315	37	80			
Bridge Place Car Park Godmanchester	397					
Bridge Place Car Park Godmanchester (Rephase)						
District wide signage		70				
Operations Back Office (Rephase)	290					
Pathfinder House Reception						
Hinchingbrook Country Park		1,550				
Transformation						
AV Equipment		30	15	15		
Customer Portal and Call Centre Software		30				
Voice Bots		34				
Customer Relationship Management	83					
Total Gross Expenditure	10,051	16,611	13,751	17,543	13,055	5,056

Capital Programme	Budget	Medium Term Financial Strategy				
	2019/20 £000s	2020/21 £000s	2021/22 £000s	2022/23 £000s	2023/24 £000s	2024/25 £000s
Financing						
Grants and Contributions						
DFGs	(1,366)	(1,300)	(1,200)	(1,200)	(1,200)	(1,200)
Pathfinder House Reception	(256)					
Wheeled Bins	(60)	(93)	(101)	(101)	(101)	(101)
Oak Tree Centre Development	(58)					
Play Equipment						
One Leisure Huntingdon Changing Rooms						
Synthetic Pitch	(462)					
One Leisure 3G Ramsey						
Back Office Reserve	(155)					
Total Grants and Contributions	(2,357)	(1,393)	(1,301)	(1,301)	(1,301)	(1,301)
Use of Capital Reserves						
Alconbury Remediation Works Reserve						
Community Infrastructure Levy Reserve						
Total Capital Reserves	0	0	0	0	0	0
Capital Receipts						
Bridge Place Sale	(384)					
Sst Ives Redevelopment				(6,800)	(8,500)	(1,700)
Loan Repayments	(320)	(320)	(320)	(320)	(320)	(320)
Housing Clawback Receipts	(500)	(500)	(450)	(400)	(400)	(400)
Total Capital Receipts	(1,204)	(820)	(770)	(7,520)	(9,220)	(2,420)
Use of Earmarked Reserves						
Financial Management System Replacement						
Capital Grant to Huntingdon Town Council						
Investment in Trading Company						
ICT Transformation						
FMS Archive						
To Earmarked Reserves	0	0	0	0	0	0
Net to be funded by borrowing (Internal)	6,490	14,398	11,680	8,722	2,534	1,335

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Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Bury Village Neighbourhood Plan examination outcome and progression to referendum

Meeting/Date: Cabinet – 23rd January 2020

Executive Portfolio: Executive Councillor for Strategic Planning

Report by: Service Manager Growth (Policy, Infrastructure & Strategic Development)

Wards affected: Ramsey Parish

Executive Summary:

Following the examination of the Bury Village Neighbourhood Plan this report proposes acting upon the Examiner's report to accept the modifications proposed and progress to referendum.

Recommendation(s):

That Cabinet:

1. Agree that the District Council should act upon the Examiner's report to accept the recommended modifications and progress the neighbourhood plan to referendum.

1. PURPOSE OF THE REPORT

- 1.1 The report seeks agreement to act upon the Examiner's report into the Bury Village Neighbourhood Plan leading to a referendum on whether or not it should be brought into force as part of the statutory development plan. It also sets out a timetable for this process.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 Following the examination of a neighbourhood plan the Examiner sends their report to the local planning authority and the town/parish council preparing the neighbourhood plan. The examiner is required to set out one of three options:

1. That the neighbourhood plan proceeds to referendum as submitted
2. That the neighbourhood plan is modified by the local planning authority to meet the basic conditions and the modified version proceeds to referendum; or
3. That the neighbourhood plan does not proceed to referendum as it fails to meet the basic conditions and/ or legislative requirements and cannot be modified to do so.

- 2.2 The local planning authority has limited options in how to respond to the examiner's recommendations:

- a) Act upon the Examiner's report and progress the neighbourhood plan to referendum, whether or not the Examiner recommends modifications are necessary to meet the basic conditions;
- b) Propose to take a decision substantially different from the Examiner's recommendation which is wholly or partly as a result of new evidence or a different view taken by the local planning authority about a particular fact; or
- c) Decide not to progress the neighbourhood plan in light of the Examiner's report - this is only permissible where '3.' above is the case.

- 2.3 Bury Parish Council produced a submission version of their Neighbourhood Plan which was available for comment between 19 September 2019 and 31 October 2019. The Examiner's Report on the Bury Village Neighbourhood Plan was received on 19 December 2019. The Examiner recommended that with appropriate modifications the neighbourhood plan would meet the basic conditions against which it is required to be tested and so should progress to referendum.

- 2.4 The Examiner proposed a number of modifications to the submitted neighbourhood plan. These have been discussed and agreed with representatives of Bury Parish Council.

- 2.5 The modified version of the Neighbourhood Plan, the Examiner's report and draft Decision Statement setting out the modifications considered by the Examiner as necessary to enable the submission neighbourhood

plan to meet the required basic conditions are all included as Appendices to this report.

2.6 Having regard to the options set out in paragraph 2.2:

- It is considered that the modifications will enable the Bury Village Neighbourhood Plan to meet the basic conditions required; and
- There is no new evidence or a different view taken by the local planning authority about a particular fact to indicate that option 'b' in paragraph 2.2 should be followed.

3. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 3.1 Following approval by Cabinet, preparations will be made for a referendum to be held on the Bury Village Neighbourhood Plan in accordance with the Regulations.
- 3.2 In addition to considering whether the neighbourhood plan meets the basic conditions the Examiner is required to recommend on the area to be covered by the referendum. In this instance he recommended that the referendum area be the same as the Bury Village Neighbourhood Plan area, approved by the District Council.
- 3.3 There is a statutory requirement through The Neighbourhood Planning (Referendums) Regulations 2012 (as amended) for 28 working days' notice to be given before the referendum is held. There is also a requirement that the referendum is held within 56 working days of the decision that the neighbourhood plan should proceed to referendum, unless there is an existing planned polling opportunity that the referendum could be combined with which the qualifying body (Bury Parish Council) have agreed. A potential date for the referendum has been discussed with Democratic Services. Holding the referendum on 26 March 2020 is proposed, which would meet both time requirements. This provisional date has been discussed with representatives of Bury Parish Council, and they have indicated that they support this date.
- 3.4 At the referendum residents will be able to vote on the question: 'Do you want Huntingdonshire District Council to use the Neighbourhood Plan for Bury to help it decide planning applications in the neighbourhood area?'
- 3.5 If a majority of votes cast by residents are 'yes', Full Council will be asked to 'make' the neighbourhood plan at its next available meeting, which, assuming that the referendum is held on 26 March 2020, would be on 20 May 2020. The plan will then become part of the statutory development plan for Huntingdonshire.

4. COMMENTS OF OVERVIEW & SCRUTINY

- 4.1 The Overview and Scrutiny Panel (Performance and Growth) received the Bury Village Neighbourhood Plan at its meeting held on 8th January 2020.

4.2 Members were pleased to see that the local community had the used the opportunity to engage in the process effectively and that Council Officers worked well with the Parish Council in producing the Neighbourhood Plan.

4.3 The Panel stated that the Bury Neighbourhood Village Plan was an excellent document and they encouraged the Cabinet to act upon the Examiner's Report and then progress the Plan to referendum.

5. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES

5.1 Progressing the Bury Village Neighbourhood Plan through to referendum links to the Corporate Plan objective 'To support community planning including working with parishes to complete Neighbourhood and Parish Plans.'

6. LEGAL IMPLICATIONS

6.1 A Neighbourhood Plan must meet the basic conditions set out in paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 (as amended). The Examiner's report has confirmed that Bury Village Neighbourhood Plan, as proposed to be modified, meets all the basic conditions. Officers are satisfied that there are no conflicts with the basic conditions and legislative requirements.

7. RESOURCE IMPLICATIONS

7.1 As in previous years an Extra Burdens Grant of £20,000 can be claimed following the referendum, intended to meet the costs of the referendum and other resources involved in supporting the production of the neighbourhood plan.

8. REASONS FOR THE RECOMMENDED DECISIONS

8.1 The recommended decision is necessary to enable the Bury Village Neighbourhood Plan to proceed to referendum.

9. LIST OF APPENDICES INCLUDED

Appendix 1 – Bury Village Neighbourhood Plan (as modified)

Appendix 2 – The Examiners Report of Bury Village Neighbourhood Plan

Appendix 3 - The draft Decision Statement setting out the modifications considered by the Examiner as necessary to enable the submission neighbourhood plan to meet the required basic conditions.

10. BACKGROUND PAPERS

Town and Country Planning Act 1990 (as amended)

<https://www.legislation.gov.uk/ukpga/1990/8/contents>

Planning and Compulsory Purchase Act 2004
<https://www.legislation.gov.uk/ukpga/2004/5/contents>

Localism Act 2011
<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>

The Neighbourhood Planning (Referendums) Regulations 2012 (as amended)
<http://www.legislation.gov.uk/ukdsi/2012/9780111525050/contents>

National Planning Practice Guidance (Neighbourhood Planning)
<https://www.gov.uk/guidance/neighbourhood-planning--2>

CONTACT OFFICER

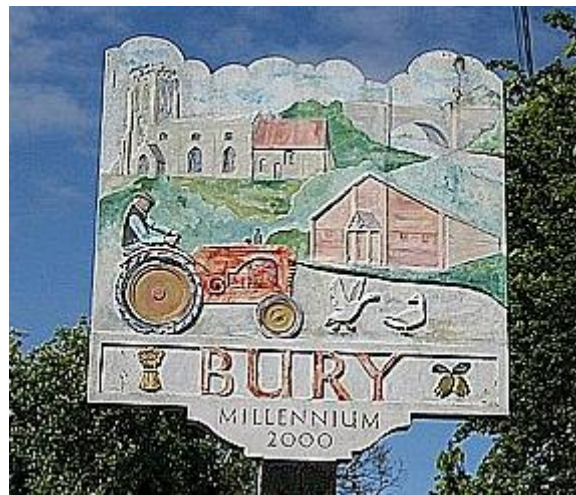
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Bury Village Neighbourhood Plan



Bury Village Neighbourhood Plan 2019-2036



January 2020 (Referendum Version)

Bury Village Neighbourhood Plan 2019-2036

January 2020 (Referendum Version)

The Neighbourhood Plan for the Parish of Bury produced in accordance with the Neighbourhood Planning Regulations 2012

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The Parish Council received professional planning support from NEIGHBOURHOOD-PLAN.CO.UK during the production of this Neighbourhood Plan.



NEIGHBOURHOOD-PLAN.CO.UK

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<https://buryparishcouncil.co.uk/index.php/neighbourhood-plan/>

Bury Village Neighbourhood Plan 2019-2036



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Foreword

On behalf of Bury Parish Council, welcome to the Neighbourhood Plan for our Parish area. The Neighbourhood Plan sets out the vision, objectives and policies to ensure that Bury Village maintains its character, appearance and uniqueness over the period up to 2036. The village has been under significant unplanned development pressure and the Neighbourhood Plan aims to put the local community back in control of how the village develops.

The Neighbourhood Plan will seek to protect and enhance the natural and built environment of the village and the wider parish which forms the character of where we live.

The Neighbourhood Plan has been drawn up by a Steering Group made up over time of Parish Councillors and local residents, working under the guidance of Bury Parish Council which is the designated body for the plan area and provided the funding and support to enable the plan to go ahead. Consultation on a Draft Plan was undertaken during June and July 2019, changes have been made to the Neighbourhood Plan following consultation. The Plan was submitted to Huntingdonshire District Council in September 2019 for statutory consultation during September and October 2019.

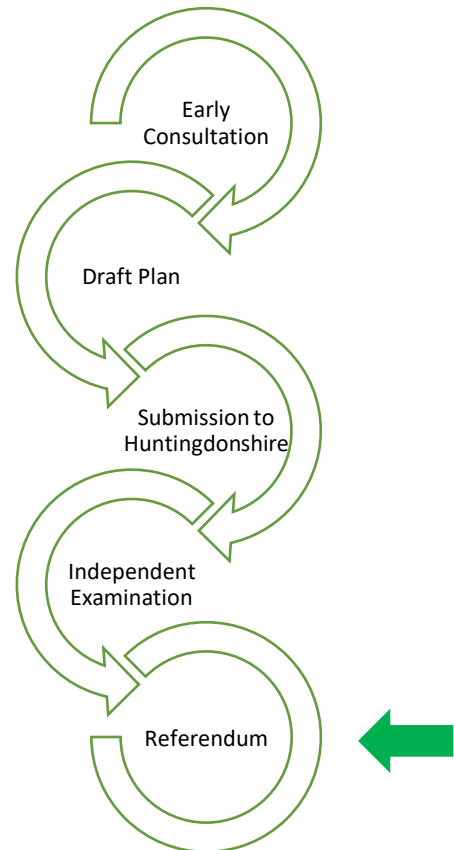
The Neighbourhood Plan sets down a series of planning policies which, once adopted by means of a local referendum, will ultimately form part of Huntingdonshire's wider statutory development plan when it has been adopted, a process legally known as being 'made'. The Neighbourhood Plan has to be in general conformity with the Huntingdonshire Local Plan.

The Neighbourhood Plan underwent an Independent Examination in late 2019 and will finally be subjected to a local referendum, anticipated in March 2020, requiring a majority 'yes' vote of all those voting in the referendum for it to be accepted. In the event of a 'yes' vote, Huntingdonshire District Council will proceed to 'make' the Neighbourhood Plan for the Parish of Bury.

It is intended that the policies will be reviewed periodically to monitor the cumulative effects of the policies and, if necessary, make changes to keep them up to date and relevant.

So, my personal thanks to all those who have driven the process so far and thank you for taking the time to consider the Neighbourhood Plan.

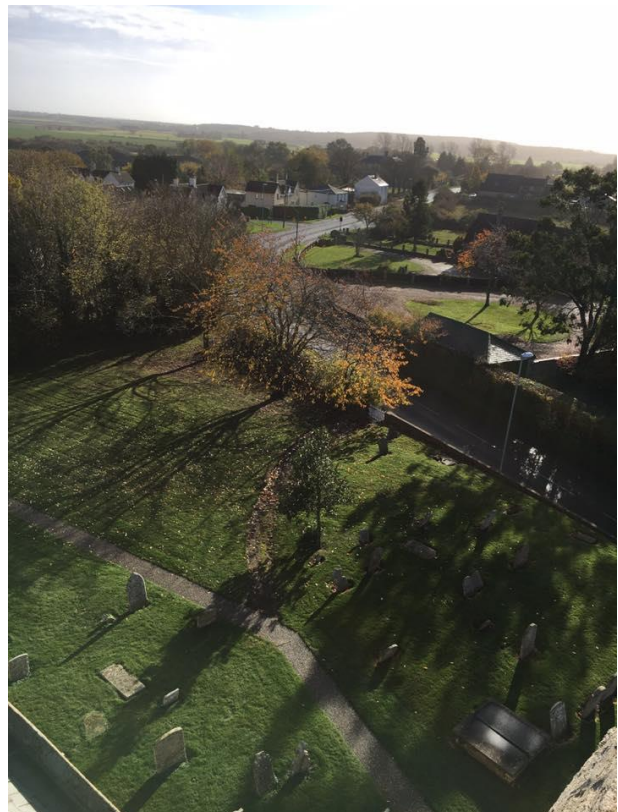
Councillor Michael Tew
Lead Neighbourhood Plan Steering Group Member



Introduction

1. Background

- 1.1 The Localism Act 2011 introduced a new type of Community Led Plan. Communities now have the right to produce a Neighbourhood Plan, setting out policies on the development and use of land. Developing a Neighbourhood Plan is a way for communities to play a greater role in determining the future of their area. A plan period of 2036 has been chosen to match the plan period of the emerging Huntingdonshire Local Plan to 2036.
- 1.2 The Bury Village Neighbourhood Plan will form part of the statutory development plan once made. This means that Huntingdonshire District Council will determine planning applications within the Parish of Bury in accordance with the development plan which includes this Neighbourhood Plan unless material planning considerations indicate otherwise (see [section 38\(6\)¹](#) of the Planning and Compulsory Purchase Act 2004).
- 1.3 This Neighbourhood Plan is a true Community Led Plan. It has been prepared by the Parish Council through a Steering Group. It has been informed by public consultation with the local community.
- 1.4 A Neighbourhood Plan is a planning document and is about the use and development of land. Neighbourhood planning gives communities more control over the future of their area by giving local people the chance to have their say on what happens where they live.
- 1.5 A neighbourhood plan can establish general planning policies for the development and use of land in a particular area. Plans can include local priorities, planning policies, proposals for improving an area or providing new facilities or infrastructure and allocation of key sites for development.
- 1.6 Neighbourhood planning is a tool to promote sustainable growth and will not be able to prevent development in an area. Neighbourhood plans can only include proposals for an equal (or greater) amount of growth than is set out in the local authority's development plan. They must also accord with national planning policy



¹ <http://www.legislation.gov.uk/ukpga/2004/5/section/38>

2. Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA)

- 2.1 Every Neighbourhood Plan needs to consider the need for a Sustainability Appraisal (incorporating a Strategic Environmental Assessment) for the Neighbourhood Plan. SA is a mechanism for considering and communicating the impacts of an emerging plan, and potential alternatives in terms of key sustainability issues.
- 2.2 The Steering Group on behalf of the Parish Council considers that there will be no significant environmental effects arising from the Neighbourhood Plan. They have produced a SEA and HRA Screening Assessment for the Neighbourhood Plan which has demonstrated that a SEA is not required. Consequently no SA incorporating an SEA has been undertaken for the Bury Village Neighbourhood Plan.

3. National Planning Policy Framework (NPPF)

- 3.1 Throughout this Neighbourhood Plan reference is made to the National Planning Policy Framework ([NPPF](#))². The NPPF sets out the government's planning policies for England and how these are expected to be applied. It was first published on 27 March 2012, with the current Revised NPPF version being published on 24 July 2018 and then updated on the 19 February 2019. It is also supplemented by Planning Practice Guidance.
- 3.2 The NPPF provides a framework to produce locally distinctive Neighbourhood Plans which reflect the needs and aspirations of the community.
- 3.3 The Bury Village Neighbourhood Plan contributes towards the achievement of sustainable development. More detail on the ways in which this Plan addresses sustainable development is included within the Basic Conditions Statement that accompanies the Plan.



4. Planning Practice Guidance

- 4.1 [Planning Practice Guidance](#)³ sets out the government's advice on how to undertake neighbourhood planning within England. This is set out in detail within Section 41 of Planning Practice Guidance.

5. Structure of Neighbourhood Plan

- 5.1 The Neighbourhood Plan includes three themed sections: Sustainable Growth; Infrastructure, Services & Facilities; and Natural & Built Environment.

² <https://www.gov.uk/government/publications/national-planning-policy-framework>

³ <https://www.gov.uk/government/collections/planning-practice-guidance>



Sustainable Growth



Infrastructure, Services & Facilities



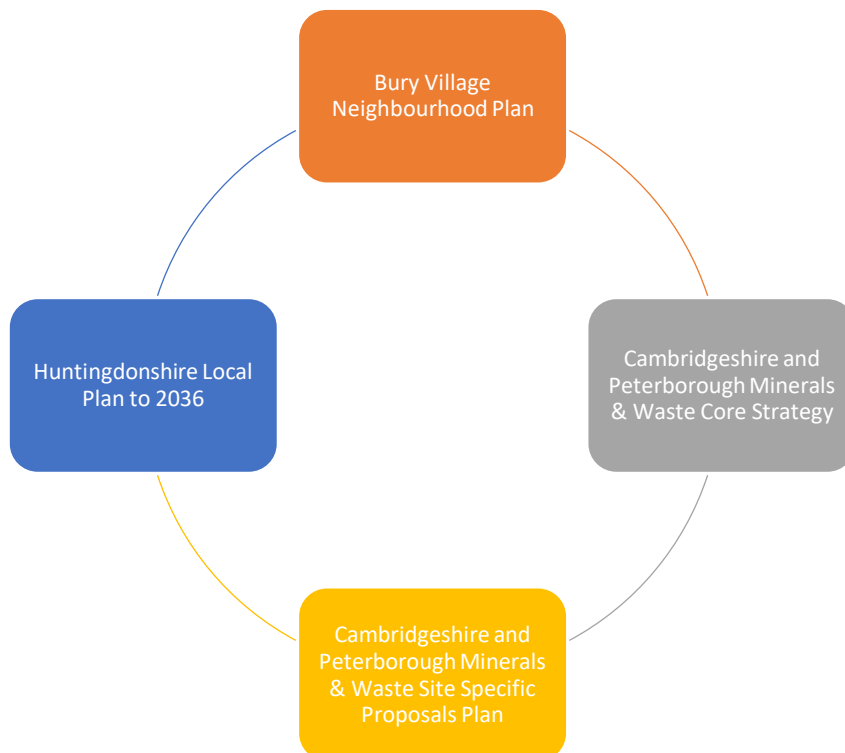
Natural & Built Environment

- 5.2 These are all issues that are important to the community and within each section policies are included to guide the development and use of land. Each Policy contains an introduction and explanatory text followed by the Policy itself in coloured text. Following the themed sections, the Neighbourhood Plan contains an implementation and delivery section.

The Development Plan

6. Background

- 6.1 The 'Development Plan' for Bury is made up of 4 main components as follows:



- 6.2 All policies within the Bury Village Neighbourhood Plan should be read in conjunction with the Huntingdonshire Local Plan to 2036. When determining proposals for development, no policy will be applied in isolation and account will be taken of all relevant policies.

7. Relationship to Huntingdonshire Local Plan 2036

- 7.1 The Huntingdonshire [Local Plan to 2036](http://www.huntingdonshire.gov.uk/media/3872/final-adopted-local-plan-to-2036.pdf)⁴ was adopted in May 2019 and replaced the Core Strategy (2009), the Huntingdon West Area Action Plan (2011), the Local Plan (1995) and the Local Plan Alteration (2002). The purpose of the Local Plan is to set out:
- the strategy for development in the whole of Huntingdonshire;
 - policies for managing development; and
 - details of sites for development to meet the needs of Huntingdonshire.



8. Strategic policies for the purposes of neighbourhood planning

- 8.1 The system of neighbourhood planning allows Parish and Town Councils to produce neighbourhood plans to guide development at a local level. One of the requirements of such plans is that they should be in line with the 'strategic policies' of the adopted development plan for the local area.
- 8.2 Huntingdonshire District Council as the Local Planning Authority defines which policies are to be considered 'strategic' with regard to the production of a neighbourhood plan. They consider that some of the policies and all the allocations within the Huntingdonshire Local Plan to 2036 are to be considered 'strategic' for the purposes of neighbourhood planning. Details of which policies are deemed 'strategic' is set out in the introduction of the Local Plan.



9. Surrounding Neighbourhood Plans

- 9.1 The Bury Village Neighbourhood Plan cannot be developed without consideration of whether there are any other Neighbourhood Plans being developed who share a boundary with Bury Parish. To the north of Bury is the Parish of Ramsey, to the west is the Parish of Upwood and the Raveleys, to the south is the Parish of Wistow, and to the east is the Parish of Warboys. None of these Parishes are presently working on Neighbourhood Plans.

⁴ <http://www.huntingdonshire.gov.uk/media/3872/final-adopted-local-plan-to-2036.pdf>

10. Designation of Bury Parish as a Neighbourhood Planning Area

10.1 A formal [application](#)⁵ was made by Bury Parish Council in August 2015 as a ‘relevant body’ under Section 61G of the Town and Country Planning Act 1990 (as amended) for the designation of a neighbourhood area in order to develop a neighbourhood plan. The area of the Neighbourhood Plan is based upon the parish boundary, which was seen as appropriate as this area is recognised as the distinct community of Bury Village. The request was that the Parish be recognised as a Neighbourhood Area for the purpose of producing a neighbourhood plan, in accordance with the Neighbourhood Planning Regulations 2012.



10.2 Huntingdonshire District Council [designated](#)⁶ the Parish of Bury as a neighbourhood area on 7 October 2015.

11. Consultation with the Local Community

11.1 Since the designation of Bury as a neighbourhood area, various elements of consultation have been undertaken regarding the future planning of the Parish. Details of the consultation undertaken to date are set out in the Consultation Statement that accompanies this Plan.

Other Planning Documents

12.1 In addition to the Development Plan there are also a number of other planning documents known as [Supplementary Planning Documents](#)⁷ which cover the whole of Huntingdonshire. These include:

- Huntingdonshire Design Guide SPD (2017)
- Cambridgeshire Flood and Water SPD (2017)
- Wind Energy Development in Huntingdonshire SPD (2014)
- Developer Contributions SPD (2011) (with updated costs annually or successor documents)
- Huntingdonshire Landscape and Townscape Assessment SPD (2007)

12.2 Part of the Parish of Bury is within the Ramsey Conservation Area. The Ramsey Conservation Area Character Statement was published in December 2005 by Huntingdonshire District Council. This is a [character appraisal](#)⁸ whose purpose is to identify and record those special qualities that make up the architectural and historic character. This Neighbourhood Plan draws upon this Statement as part of its evidence base.

⁵ <http://www.huntingdonshire.gov.uk/media/1132/bury-neighbourhood-area-application-letter-and-plan.pdf>

⁶ <http://buryvillagenp.co.uk/wp-content/uploads/2016/04/151007-Bury-NP-Area-designation-signed-by-ClIrDD-APPROVAL.pdf>

⁷ <http://www.huntingdonshire.gov.uk/planning/planning-policy-documents/>

⁸ <http://www.huntingdonshire.gov.uk/media/2329/ramsey-conservation-area-character-assessment-adopted-december-2005.pdf>

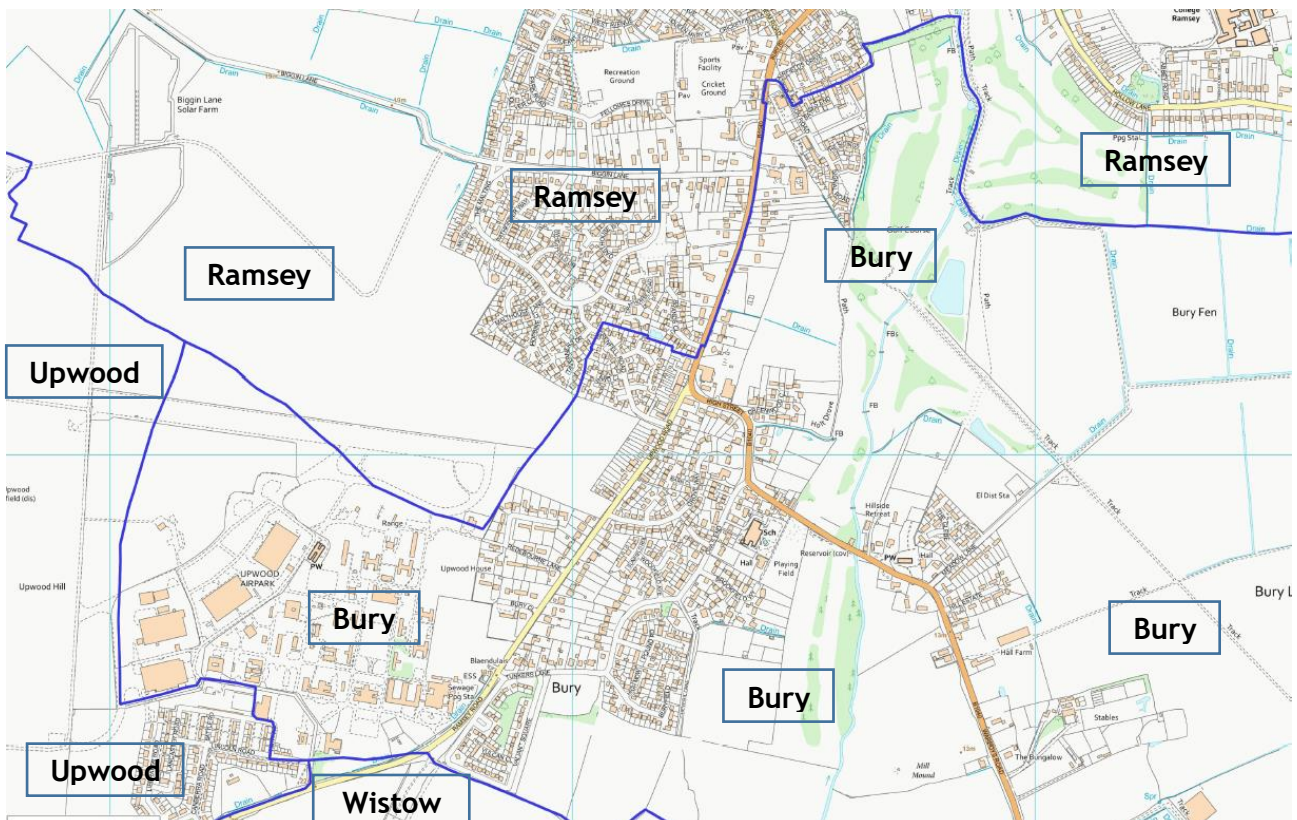
Bury Village

13.1 Bury and Hepmangrove were traditionally two settlements but now form one single village known as Bury. The village has grown in population from 179 in 1911, peaking at 2,064 in 1951 before dropping back to 975 in 1981 at the end of the RAF use of Upwood Airfield. The population has risen again to 1,938 in 2011. A more detailed background on Bury is included in Appendix 1.

Parish	1911	1921	1931	1951	1961	1971	1981	1991	2001	2011
Bury	179	300	303	2064	1165	1069	975	1710	1713	1938

Relationship to Ramsey and Upwood

14.1 Most, but not all of Upwood Airfield lies in Bury Parish with parts also lying within the Parishes of Ramsey and Upwood and the Raveleys. Parts of Bury immediately about the town of Ramsey, that town has a population of 8,479. It provides a number of higher order local services and facilities that are used by the residents of Bury Village. The relationship between Bury and these neighbouring areas is shown on Map 1 below.

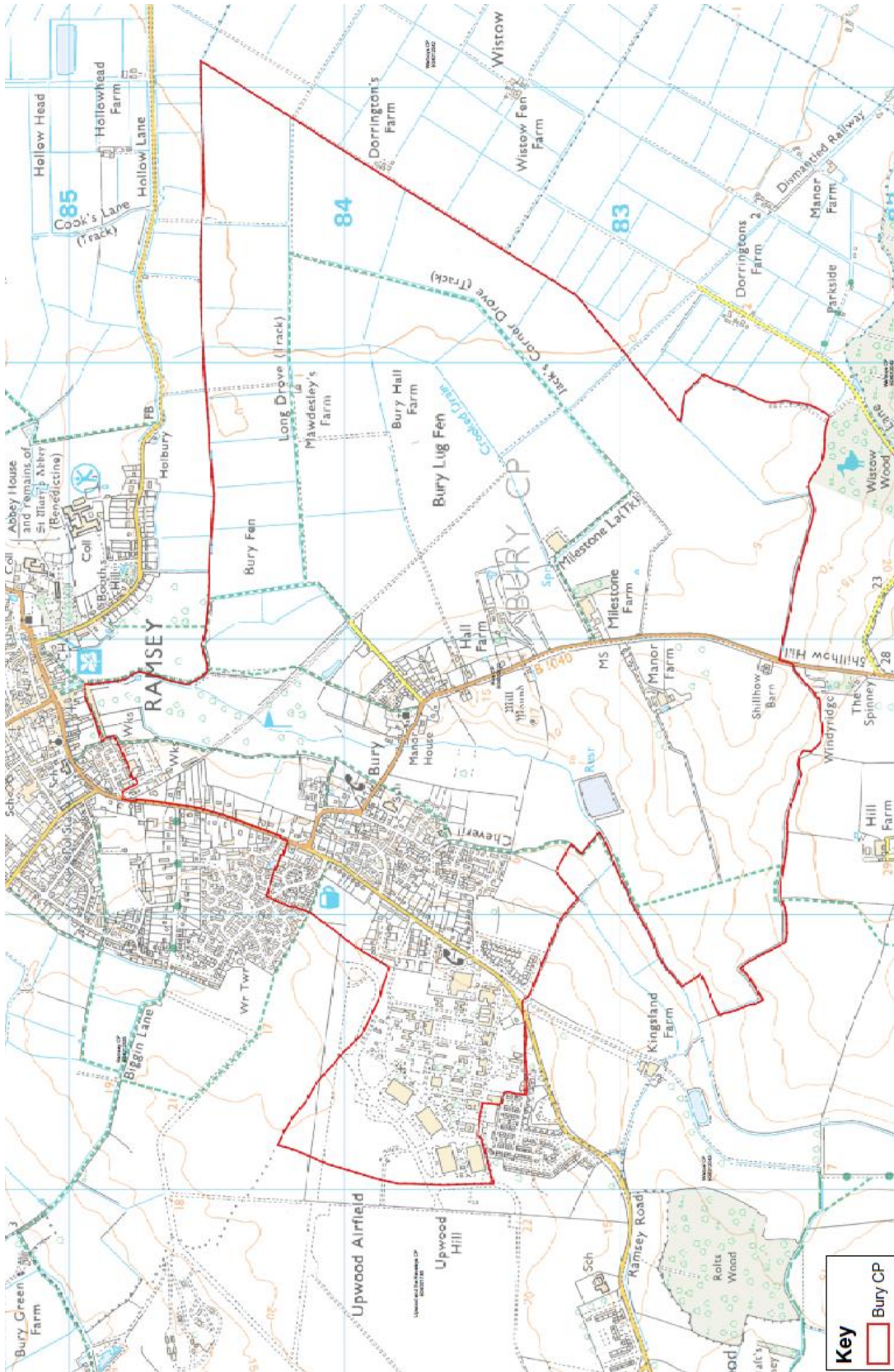


Map 1 - Bury and Surrounding Areas © Crown Copyright OS Licence Number 0100055891

Parish Boundaries

The Bury Neighbourhood Plan Area

15.1 The plan below identifies the designated Neighbourhood Area:



Map 2 - Bury Designated Neighbourhood Plan Area

Produced by Huntingdonshire District Council © Ordnance Survey - OS Licence 100022322

Vision

16.1 The following vision has been developed for the Bury Village Neighbourhood Plan:

To provide a planning framework and policies that will result in sustainable growth for the local community, ensuring that appropriate infrastructure, services and facilities are provided whilst also conserving the village and countryside environment.

Goals and Objectives

16.2 The following four headline goals and thirteen underlying objectives have been set out for the Bury Village Neighbourhood Plan. These were developed through the early stages of the plan preparation process and have been refined as the Plan policy content has been developed:

(A) Provide existing and future residents with the opportunity to live in a decent home

- Provide new housing including affordable housing and housing required to meet the local needs of Bury residents; including smaller homes for elderly villagers wishing to downsize and for young singles, couples or families needing their first home, and those working locally in businesses including agriculture.
- Ensure that new development is of high quality design, is built to a high sustainability standard and reinforces local distinctiveness.
- Ensure that the design and location of new development is resilient to the effects of climate change and flooding.

(B) Seek opportunities for landscape, recreational and ecological gain whilst minimising the environmental impact of new development

- Protect, enhance and conserve the village's open spaces; landscape; views; and biodiversity.
- Protect and enhance the historic environment of the village.
- Use land efficiently and to preserve high quality agricultural land.

(C) Reduce the need for travel by car and shorten the length and duration of journeys facilitating a reduction of road traffic congestion

- Locate development within easy walking distance of local services and facilities and public transport infrastructure.
- Ensure that new development integrates into the existing village including linking all developments to the rest of the village with footpaths, where appropriate.
- Locate new development such that current problems with congestion, parking and road safety are not exacerbated and, if possible, reduced.

(D) Maintain the character and vitality of the village

- Integrate new housing into Bury such that the character, appearance and distinct village identity is maintained; ensuring that further coalescence with Ramsey does not take place
- Provide homes for younger people and young families to address and counter the growing demographic imbalance.
- Promote the comprehensive regeneration and redevelopment of Upwood Airfield.
- Protect and preserve important village assets including its local services and facilities.

Policy Delivery of Goals and Objectives

16.3 The following table demonstrates how the policies set out in the Neighbourhood Plan meet the objectives contained within the previous chapter. The policies that have been developed seek to address at least one of the objectives:

	Goal & Objective A	Goal & Objective B	Goal & Objective C	Goal & Objective D
Sustainable Growth				
Policy G1 - Definition of 'Built-up Area' (Settlement Boundary)	✓	✓	✓	✓
Policy G2 - Comprehensive Development of Former Airfield	✓	✓	✓	✓
Policy G3 - Community Engagement	✓	✓	✓	✓
Policy G4 - Local Housing Needs	✓			✓
Infrastructure, Services and Facilities				
Policy ISF1 - Sustainable Transport			✓	
Policy ISF2 - Highway Impact			✓	
Policy ISF3 - Rights of Way Network		✓	✓	✓
Policy ISF4 - Infrastructure Provision	✓	✓	✓	✓
Policy ISF5 - Protection of Community Assets	✓	✓	✓	✓
Natural and Built Environment				
Policy NE1 - Local Green Space	✓	✓	✓	✓
Policy NE2 - Protected Settlement Breaks	✓	✓	✓	✓



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Sustainable Growth



Sustainable Growth

17. Profile of Bury

17.1 The parish of Bury is mostly rural located in the north-western part of Huntingdonshire and lies on the edge of the Cambridgeshire Fens. The village of Bury is located at the western edge of the parish and it lies to the south of Ramsey. Now a single village, Bury still has two distinct parts: the older part of Bury to the east of the Brook and the former settlement of Hepmangrove to the west of the Brook. This area now includes most of the current village and over time some coalescence has taken place with the adjacent town of Ramsey. Bury is a distinct village with a strong community identity which the Neighbourhood Plan seeks to protect.

17.2 The B1040 runs through the village linking Ramsey to the north with Warboys to the south-east. The parish includes most but not all of Upwood Airfield, the remaining parts of the airfield fall within the parishes of Ramsey and Upwood and The Raveleys.

17.3 Cambridgeshire ACRE⁹, on behalf of Bury Parish Council, put together in March 2017 a demographic profile of the parish of Bury. This draws from information available from the census and Cambridgeshire Insight¹⁰. The key findings were:

- The age profile of the population of Bury has a low representation of people in their 20s and early 30s - Only 12% are aged 20-34 compared with 18% in Huntingdonshire and 21% in Cambridgeshire. This is counter balanced by a higher proportion of older people in Bury compared to averages in Cambridgeshire and England;
- Households in Bury are predominantly couples with or without dependent children;
- Dwelling types and tenures are not mixed - 63% are detached, 80% are owner occupied homes;
- Dwellings are large - 40% are 4+bedrooms compared with 29% in Huntingdonshire;
- Growth in the number of dwellings in Bury from 1991 to 2011 was 22%, this is slightly lower than the 25% growth in Huntingdonshire. There is however a discrepancy with population growth over the

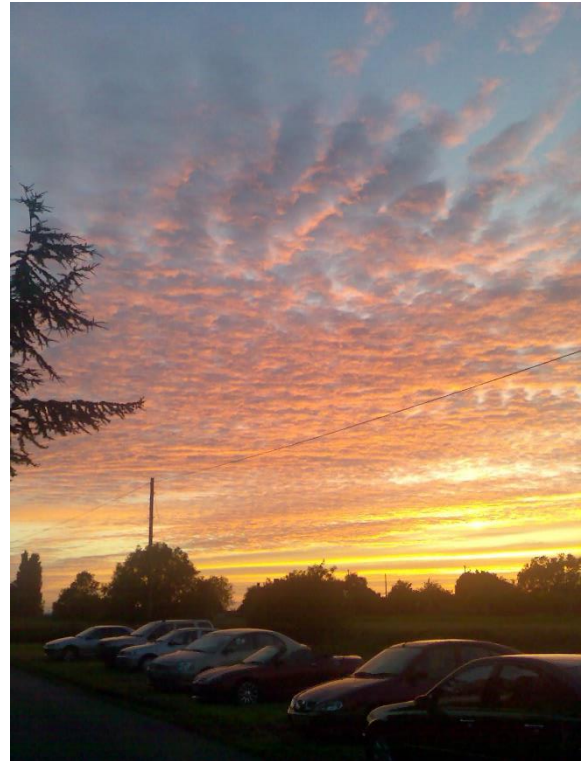


⁹ <http://www.cambsacre.org.uk/>

¹⁰ <https://cambridgeshireinsight.org.uk/>

same period in Bury which was 7.4% over the same period - this is believed to be as a result of the loss of service personnel from Upwood Airfield;

- Generally people in Bury work in higher skilled occupations; those working tend to commute out of the village to other parts of Huntingdonshire; other parts of Cambridgeshire; and Peterborough;
- At the 2011 census there were 125 people self-employed in Bury with 132 people mainly working from home;
- The main local employment in Bury is currently within just a handful of businesses dominated by a large pallet maker; and
- Bury experiences low levels of deprivation.



18. Strategic Planning Framework

18.1 The adopted strategic policies for Bury are contained in the Huntingdonshire Local Plan to 2036. This forms the strategic planning framework; one of the requirements of a Neighbourhood Plan is that they should be in line with the 'strategic policies' of the adopted development plan for the local area. Paragraph 29 of the NPPF states: *"Neighbourhood plans should not promote less development than set out in the strategic policies for the area, or undermine those strategic policies."*

18.2 In the Huntingdonshire Local Plan to 2036, Bury is part of the 'Ramsey Spatial Planning Area' in Policy LP 2 - Strategy for Development.

18.3 The Huntingdonshire Local Plan to 2036 proposes that the 'Ramsey Spatial Planning Area' has allocations for 895 homes and 2 hectares of employment land. The allocations in the parish of Bury are as follows:

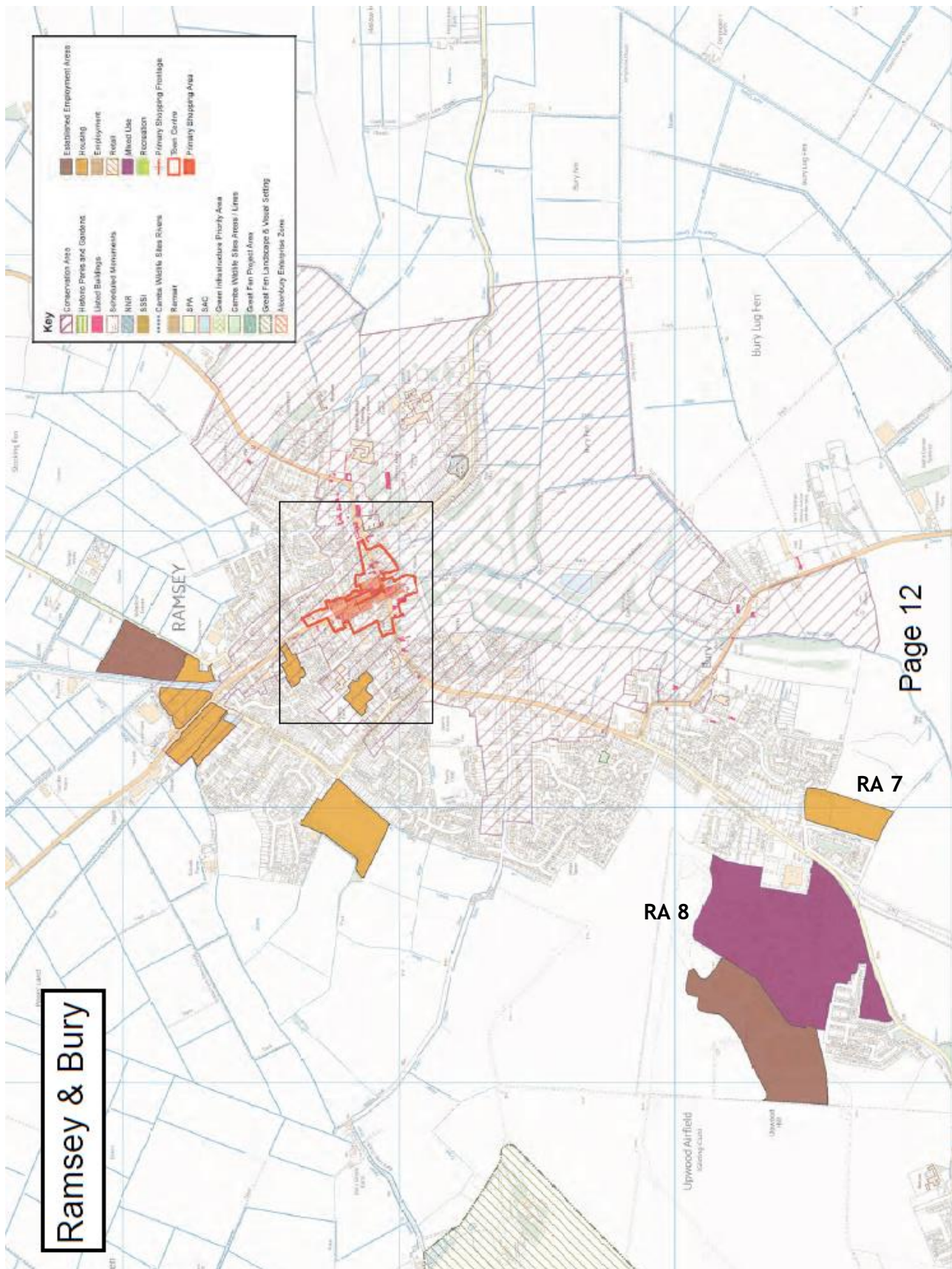
RA 7 - East of Valiant Square (3.6 ha of land is allocated for residential development of approximately 90 homes; and

RA 8 - Former RAF Upwood and Upwood Hill House (25ha of land at the former RAF Upwood and Upwood Hill House is allocated for development for a mix of uses to comprise: 2ha of employment land for business uses (class 'B1'); approximately 450 homes; community facilities appropriate to the scale of development)



18.4 In relation to Policy LP 7 - Spatial Planning Areas the framework for development on unallocated sites, supports development where it is appropriately located within a built-up area of an identified Spatial Planning Area settlement. The Huntingdonshire Local Plan to 2036 goes on to set out a comprehensive definition of 'built-up area' in paragraphs 4.84;

4.85; and the table following paragraph 4.85. The Neighbourhood Plan defines the ‘built-up area’ for Bury through use of a settlement boundary.



Extract from Huntingdonshire Local Plan to 2036 Policies Map © Huntingdonshire District Council

19. Definition of 'Built-up Area' (Settlement Boundary)

19.1 Bury has seen numerous large scale planning applications coming forward for residential development on greenfield sites which are not allocated. Continued speculative development has the potential to undermine the strategic policies of the Huntingdonshire Local Plan to 2036. It also has the potential to affect the distinctive character and separate identity of Bury as a village. The Huntingdonshire Local Plan to 2036 does not continue the village limits for Bury which were contained in the now superseded Huntingdonshire Local Plan (1995); instead it moves to use of a definition of 'built-up area'. Bury is part of the 'Ramsey Spatial Planning Area' in Policy LP 2 - Strategy for Development. Policy LP 7 - Spatial Planning Areas, supports development where it is appropriately located within a built-up area of an identified Spatial Planning Area settlement.

19.2 For Bury a settlement boundary is proposed to be identified to define the 'built-up area' as referred to in the Huntingdonshire Local Plan to 2036. The settlement boundary of Bury serves a specific purpose in that it is intended to direct the growth of the settlement and enable development to take place in a coherent manner, maintaining the structure and form of the existing settlement geography as the Huntingdonshire Local Plan to 2036 envisages. In addition, the boundary will protect the landscape setting of the village.



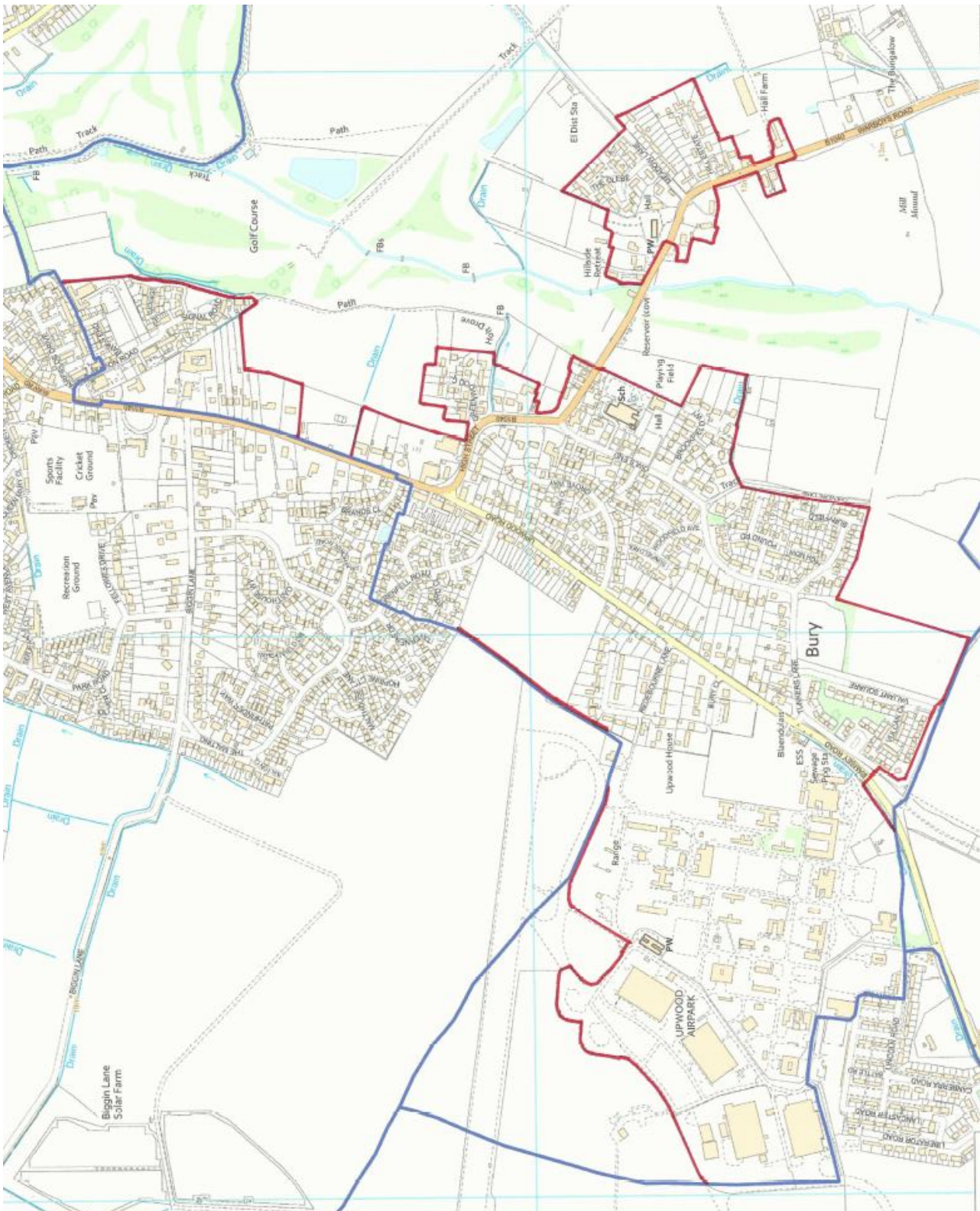
19.3 The Huntingdonshire Local Plan to 2036 sets out a comprehensive definition of 'built-up area'. Regard has been had to this definition in drawing the settlement boundary in this Neighbourhood Plan in order to define the 'built-up area'. The allocations in the Huntingdonshire Local Plan to 2036 have also been included in the settlement boundary; as has land which has been granted planning permission for development. Details of the criteria used to define the settlement boundary in this Neighbourhood Plan is set out in the Settlement Boundary Methodology document.

Policy G1 - Definition of 'Built-up Area' (Settlement Boundary)

The settlement boundary of Bury is defined on the Map 3; this defines the 'built-up area' for Bury. It serves the purpose of directing the growth of the settlement and protecting the countryside from encroachment.

Within the settlement boundary proposals will be supported on sites not allocated for development where development would not adversely affect the structure and form of the existing settlement and the undeveloped nature of the surrounding rural areas; and would respect its landscape setting.

The land outside of the settlement boundary is considered as countryside outside of the 'built-up area'. Proposals outside the settlement boundary will only be supported for development where it meets the requirements of other policies in the Development Plan or National Planning Policy; such as that which requires a countryside location, agriculture, horticulture or forestry; or are related to community, leisure or recreation. In particular community, leisure or recreation proposals designed to meet the needs of local residents will be supported.



Map 3 - Settlement Boundary © Crown Copyright OS Licence Number 0100055891

Settlement Boundary

Plan Area Boundary

Note - The Settlement Boundary can only be shown within the area covered by the Bury Neighbourhood Plan. In the Upwood Airfield area the employment and housing allocations in the emerging Huntingdonshire Local Plan to 2036 extends into the adjoining parish of Upwood to the west of the former hangars and south around the Lincoln Road area. The allocations also extend into the adjoining parish of Ramsey to the north at the Air Training Corps Building to the rear of Redebourne Lane.

20. Comprehensive Development of Former Airfield

20.1 The Neighbourhood Plan does not allocate any housing or employment sites for growth. The principal housing allocation for Bury set out in the Huntingdonshire Local Plan to 2036 is the 'Upwood Airfield' site, known as RA 8; which is a mixed use site allocation. Most but not all of site RA 8 lies within the Neighbourhood Plan boundary.

20.2 Given the demographics of Bury there is importance in ensuring that the right mix of housing is provided within the strategic allocation at Upwood Airfield. There is also concern that the delivery of this allocation may take place in a piecemeal manner without proper consideration as to how the redevelopment of the site will integrate into the surrounding area. In consultation 66% of local residents either agree or strongly agree there a need for new homes in the Parish, with 70% agreeing that we need Affordable Houses for those with a local connection.



20.3 To date the former 'Clinic' site within the overall Airfield has been granted full planning permission¹¹ for 60 dwellings. The 'Clinic' site lies outside of the allocated site RA 8 so is not counted towards the 450 dwellings in that allocation. Also outline planning permission¹² exists on the southern half of the airfield for selective demolition and about 2 hectares of employment (Use Class Order B1 uses) and residential (not more than 160 dwellings). This gives a total of 160 dwellings currently approved out of the envisaged 450 dwellings allocated in the Huntingdonshire Local Plan to 2036.

20.4 Policy RA 8 of the Huntingdonshire Local Plan to 2036 is seeking production of a masterplan for the allocation and sets out a number of policy requirements regarding factors including drainage; contamination; and transport. That policy does not however set out what planning considerations the masterplan should address and the local community is concerned that the current approach is leading to piecemeal development without the holistic approach towards the comprehensive redevelopment of the entire airfield site that is necessary. It is noted that the outline planning permission¹³ has a requirement in its planning conditions for a development brief to be produced for the approved site as part of any reserved matters submission. This demonstrates the piecemeal approach to date, this planning condition requirement will need to be balanced against the need to achieve proper planning towards the comprehensive redevelopment of the entire airfield site.



¹¹ 15/00029/FUL – Granted 23rd December 2015 amended by 18/01148/S73 – Granted 28th November 2018 and amended further by 18/02636/NMA – Granted 10th December 2018

¹² 1201274OUT – Granted 7th June 2017

¹³ 1201274OUT

- 20.5 Development of the Airfield site will result in Bury effectively doubling in size, as such the community want to ensure through a policy in the Neighbourhood Plan that a comprehensive approach is taken to the former airfield. It is understood that the demolition¹⁴ will involve all existing buildings on the airfield apart from two buildings at the southern end, east of Lincoln Road and a third building in the south-western corner, east of the southernmost hanger.
- 20.6 Without such a policy, it is considered that further ad-hoc development proposals would be difficult to resist and the required infrastructure and balanced development would not be delivered. The concept of this area being planned comprehensively is considered to meet the aims of Policy RA 8 of the Huntingdonshire Local Plan to 2036.

Policy G2 - Comprehensive Development of Former Airfield

Proposals for development in the 'Former Upwood Airfield' that lies within the parish of Bury (Land west of Upwood Road and Ramsey Road known as Site Allocation RA 8 in the Huntingdonshire Local Plan to 2036) will be supported where they are accompanied by an overall masterplan developed in collaboration with the local community. The masterplan shall where feasible cover the entire site having regard to any extant consents¹⁵ and should illustrate the following aspects:

- How a mix of residential, employment and community uses will be secured and delivered across the site having regard to a balanced approach to enable viable delivery whilst providing locally specific benefits to the community;
- How phasing and co-operation between landowners will be secured and delivered including how site preparation work, demolition, site investigations, contamination remediation, and infrastructure provision are to be programmed;
- Proposals to ensure a well-designed quality residential environment as envisaged in Policy LP 12 of the Huntingdonshire Local Plan to 2036 as part of a sustainable extension to Bury and Upwood;
- The relationship to existing development including proposals to ensure the protection of the living conditions of existing residents; how the existing character of surrounding areas will be retained; and how surrounding uses including those on the overall airfield but outside of the plan area will not be adversely affected;
- Incorporation of suitable measures to ensure the protection of the living conditions of future occupiers from existing and proposed employment development in order to safeguard existing and proposed employment from potential sterilisation arising from nearby residential development;
- Provision of new green infrastructure, open space, ecological corridors and structural landscaping that contributes to amenity; and how this will secure ecological enhancement¹⁶;
- Provision of on-site community facilities, including how these meet the needs of future residents;
- Impact assessment on off-site infrastructure, services and facilities including the need for additional capacity;
- Sustainable drainage and measures to promote water re-use;
- Internal access and circulation routes including those to/from the employment areas and/or the 'Clinic' site;

¹⁴ Under application 18/80345/COND to discharge planning condition No.6 on 12/01274/OUT

¹⁵ This includes 1201274OUT granted on the 7th June 2017

¹⁶ The Natural Cambridgeshire publication '[Developing with Nature Toolkit](https://naturalcambridgeshire.org.uk/projects/developing-with-nature-toolkit/)', seeks to guide developers through the decisions they make with a view to being able to demonstrate enhancement of biodiversity above and beyond mitigation and compensation, so that a net gain is achieved (<https://naturalcambridgeshire.org.uk/projects/developing-with-nature-toolkit/>)

- Highway access links to/from the existing village road network and whether any off-site highway improvements are necessary;
- How a network of footpath and cycle routes can be integrated around the site and how links into the remainder of Bury village and wider afield, as detailed in the Transport Strategy section of the Neighbourhood Plan, can be achieved to promote the use of non-vehicle modes of transport for short journeys;
- Accessibility to existing public transport (bus) provision and how opportunities to develop additional public transport (bus) provision can be incorporated to promote the use of non-vehicle modes of transport; and
- How the proposed housing mix relates to the local housing need identified in the Bury Housing Needs Survey; including consideration of starter homes, affordable housing, family housing, smaller homes, housing for the elderly and self-build housing.

21. Community Engagement

- 21.1 The Neighbourhood Plan area is due to undergo a significant level of change. The local community wishes to encourage developers to proactively engage in community engagement with the Parish Council and local residents. There is a limited range of applications for which compulsory pre-application community engagement is required. Through the Neighbourhood Plan proactive community engagement is encouraged, this is considered to be in the best interests of both those proposing development and the local community that wants to help ensure that appropriate growth and development is secured.

Policy G3 - Community Engagement

Developers considering making proposals for major¹⁷ development within Bury should contact Bury Parish Council at the earliest opportunity to discuss how pre-application community engagement can be undertaken.

Bury Parish Council will work with developers to facilitate effective and proactive community engagement and to ensure that the requirements of this Neighbourhood Plan are taken into consideration.

Proposals for development which are accompanied by a community engagement report that details how the outcome of the pre-application community engagement has been taken into account in the scheme submitted will be particularly supported.

22. Local Housing Needs

- 22.1 The Parish Council has commissioned a local housing needs survey which was undertaken by Cambridgeshire Acre. The survey was undertaken during February and March 2019 and the results have been collated. The survey will be used to help inform the provision of affordable housing on sites within the Neighbourhood Plan area. Affordable housing targets are set out in Policy LP 24 Affordable Housing Provision in the Huntingdonshire Local Plan to 2036. In aggregate, from the local housing needs survey, there are 29 households identified as being

¹⁷ 'major development' in terms of this policy means development of 10 or more dwellinghouses (or a site having an area of 0.5 hectares or more where dwelling numbers are not known); the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or any development carried out on a site having an area of 1 hectare or more

Bury Village Neighbourhood Plan

in need of affordable housing who either live in, or have a local connection to, Bury. These 29 households can be broken down as requiring affordable housing as follows:

1 bed		2 bed		3 bed		4 bed		5+ bed		Total
F/H	B	F/H	B	F/H	B	F/H	B	F/H	B	
8	2	9		8		2				29

Extract from Housing Need Survey Results Report for Bury (Cambridgeshire Acre)

Key: F/H - Flat/House; B - Bungalow

22.2 In addition Policy LP 28 Rural Exceptions Housing in the Huntingdonshire Local Plan to 2036 supports a proposal for housing on a site well-related to a built-up area, as an exception to the requirements of relevant policies. This is another mechanism to deliver affordable housing which meets local needs. In the future if affordable housing to meet local needs is not being delivered the Parish Council will consider the option of a Neighbourhood Development Order, which is a tool which grants planning permission for development that the community wants to see in their area.

22.3 Policy LP 28 envisages that at least 60% of housing on a rural exceptions site should be affordable housing. Policy LP 28 envisages that the remaining 40% of housing can be open market housing or self-build and custom housing. Policy LP 25 of the Huntingdonshire Local Plan to 2036 supports the provision of self-build and custom housing. Huntingdonshire District Council is required to maintain a [Custom and Self-build Register](#)¹⁸ which assists in demonstrating need for such housing.



22.4 Given that the majority of housing in Bury is to be provided on sites of a scale likely to be delivered by larger housebuilders there is likely to be limited options to provide self-build and custom housing. Such individual housing provision can assist in allowing local residents who need alternative housing as their needs change to remain within the community. Consequently where a rural exceptions site is provided the remaining 40% of housing should be prioritised for self-build and custom housing.

Policy G4 - Local Housing Needs

Proposals will be supported where the housing mix reflects the local housing need in Bury as demonstrated through the Bury Housing Needs Survey or successor document or other suitable local evidence.

A proposal for rural exceptions housing where it meets the requirements of the Huntingdonshire Local Plan to 2036 will be supported where at least 60% of the site area is for affordable housing which has a housing mix that reflects the local housing need in Bury as demonstrated through the Bury Housing Needs Survey or other suitable local evidence. The remaining up to 40% of the site area should be prioritised for the provision of plots for self-build and custom housing aimed at meeting local needs.

¹⁸ <https://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/monitoring-research-and-evidence-base/custom-and-self-build-homes/>

Infrastructure, Services and Facilities



23. Sustainable Transport

- 23.1 Local planning policy recognises that Bury, Ramsey and the surrounding area has relatively poor transport infrastructure, being well off the primary road network and relatively remote. Its comparatively limited services, facilities and employment opportunities make it a less sustainable location in terms of travel than some of the other market towns in Cambridgeshire.
- 23.2 Bury along with Ramsey and the surrounding villages is classed as a rural area, there are high levels of car ownership and reliance on the car to maintain access to key services. In addition, high house prices and lack of affordable housing has led to more people travelling further to work, with the average length of commute in Bury and Ramsey greater than the national average. Access to employment, education and services can be a real challenge without a car in rural areas.
- 23.3 The Huntingdonshire Local Plan to 2036 contains Policy LP 16 which indicates that new development will be expected to contribute to an enhanced transport network that supports an increasing proportion of journeys being undertaken by sustainable travel modes.
- 23.4 Access to high quality public transport is known to be hugely beneficial to improving access to services for those members of society who cannot, for a variety of reasons, access a car. This is particularly acute in rural areas such as Bury where distances between households and services are often large, making walking and cycling less practical than in urban areas. Bury is reliant upon Ramsey for many higher order services and facilities.
- 23.5 The main location for growth in Bury at Upwood Airfield is somewhat distant from those higher order services and facilities in Ramsey so new opportunities for walking and cycling are required to promote non-vehicle modes of transport. Upwood Airfield is also less well served by public transport and low population densities make service provision economically unjustifiable. Poor access to key services can lead to areas of social exclusion and deprivation. Therefore, the Neighbourhood Plan contains a transport strategy that will seek to support where possible other strategies and schemes that are aimed at improving services to the area, with an acknowledgement that this would be desirable and providing a policy basis for future improvements. These could include local Partnerships of Parish/Town Councils and local community organisations.
- 23.6 Huntingdonshire District Council and the Cambridgeshire and Peterborough Combined Authority are to produce the upcoming Ramsey Prospectus for Growth which is part of a district-wide proposal to promote growth and economic development within the Huntingdonshire market towns. This could provide further information to applicants especially in relation to safer pathways into Ramsey from other settlements including Bury as identified in the transport strategy section below; and may indicate potential funding sources.
- 23.7 The Neighbourhood Plan can support these ambitions and promote sustainable transport modes such as public transport, walking and cycling. It seeks to move away from the use of private car to help tackle climate change, pollution and congestion. Many routes within Bury, particularly around the village are already at or close to capacity in peak times and managing travel demand must form a key part of the approach to transport planning.



23.8 Bus services¹⁹ available within Bury are limited, of these services only number 31 currently passes the Upwood Airfield, the remainder pass along the B1040. The bus services do not generally suit the requirements for work commuting. The services available are as follows:

- 21 - St Ives - Earith - Somersham - Ramsey (Operated by Dews Coaches)
- 30 - Huntingdon - RAF Wyton - Warboys - Ramsey (Operated by Stagecoach)
- 31 - Peterborough - Whittlesey - Ramsey (Operated by Stagecoach)
- A - Trumpington - Central Cambridge - Longstanton - St Ives [note this service runs to Ramsey in the morning and evening peak] (Operated by Stagecoach)

23.9 Community transport services²⁰ within Bury include the following:

- [Huntingdonshire Association for Community Transport](#)²¹ - Offers regular 'Ring-and-Ride' services into Huntingdon, Peterborough, St Ives and St Neots, plus frequent trips to other destinations and places of interest, including excursions and pub lunches;
- Ramsey, Warboys & District Volunteer Centre - For residents of Ramsey, Warboys, Bury, Upwood, Broughton and area for social and medical purposes, i.e. GP surgery appointments, opticians, dentists, picking up prescriptions, visiting friends, and shopping. Can undertake journeys to visit friends and family in hospital and outpatient department appointments; and
- Rural Hoppa Services - [Ramsey & District Community Bus Association](#)²² run three weekly "Rural Hoppa" services into Ramsey and Huntingdon. These services are open to members of the public (there is no membership), and bus pass holders can use their passes on Rural Hoppa services for discounted journeys. RH2 (Fridays only) Upwood - Bury - Ramsey; RH3 (Thursdays only) Upwood - The Raveleys - Wood Walton - The Riptons - Broughton - Huntingdon; and RH5 (Fridays only) Ramsey - Mereside - Pondersbridge - Forty Foot - Ramsey.



Policy ISF1 - Sustainable Transport

Development proposals will be supported where they demonstrate how opportunities for the use of sustainable modes of transport are maximised. This should be achieved through maximising the potential for cycling and walking throughout the site; provision of safe crossings; secure cycle storage in public places, workplaces and in new dwellings; and linkages through to adjacent sites and existing parts of Bury and further afield including Ramsey. Where a proposal will have a significant impact on the existing transport network this would be best demonstrated through a transport assessment.

¹⁹ https://www5.cambridgeshire.gov.uk/site/custom_scripts/bus_timetable_by_location.aspx?Loc=Bury

²⁰ <http://www.huntingdonshire.gov.uk/people-communities/community-transport/>

²¹ <http://www.hact-cambs.co.uk/>

²² <http://ramseybus.org.uk/>

Development proposals should include recreational routes for pedestrians which link into existing and proposed green infrastructure in order to contribute to health and well-being.

In all proposals consideration should be given to how the development can contribute the delivery of the transport strategy set out in the Neighbourhood Plan below; including how they can contribute to the provision of a network of walking and cycling linkages to the key services & facilities in the centre of Bury village including the Shop, Primary School, Village Hall, Play Area and Recreation Ground.

Development proposals should demonstrate how they ensure accessibility to existing public transport and community transport provision. Development proposals will be supported where they secure improvements to public transport provision such as waiting facilities, raised kerbs, signage and real time information systems.

24. Transport Strategy

24.1 Consultation has highlighted the need for measures to improve public transport and communications to serve the village including bus services, community transport, school transport, and access to rail services. The Parish Council will work with Cambridgeshire County Council and local bus operators to try and secure improvements in public transport provision. The [Cambridgeshire Long Term Transport Strategy](#)²³ (LTTS) forms part of the [Cambridgeshire Local Transport Plan](#)²⁴ and contains more detail on the major transport schemes and services that may be needed to support housing growth and the local economy up to 2031. One of the highlights of the LTTS is the development of a more comprehensive network of cycling and walking links to and from key destinations around the county.

24.2 In May 2017, a Mayor was directly-elected and the Cambridgeshire and Peterborough Combined Authority (CPCA) was formed as part of the devolution deal agreed with Central Government. The CPCA now has the strategic transport powers and is the Local Transport Authority for the Cambridgeshire and Peterborough area. The Mayor sets the overall transport strategy for Cambridgeshire and Peterborough, called the Local Transport Plan. While a new CPCA Local Transport Plan is being prepared for the CPCA area, an interim document - an amalgamation of Cambridgeshire County Council and Peterborough City Council's Local Transport Plans - was adopted by the CPCA in June 2017 as single plan for the whole area. Consultation on the new CPCA Local Transport Plan is scheduled to end in September 2019.



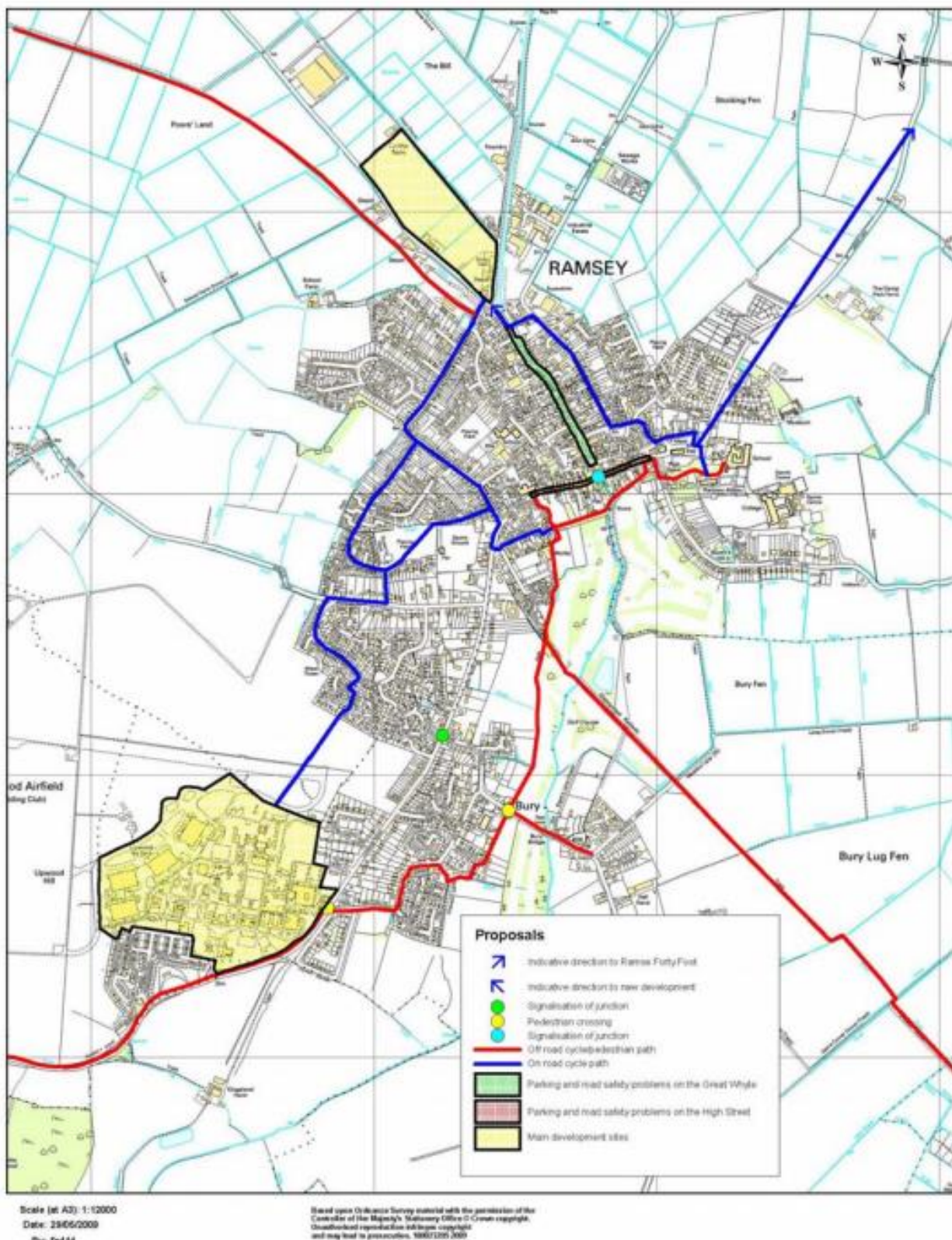
24.3 The County Council has produced area specific [transport strategies](#)²⁵ for all of the market towns in Cambridgeshire. Each market town strategy aims to provide a five year programme of transport improvements and support the Local Transport Plan objectives and contribute towards the prosperity and wellbeing of each town. They were written in partnership with the district councils. These market town strategies are gradually being replaced with district wide transport strategies that cover both the market towns and rural areas in each of the five Cambridgeshire Districts. Transport strategies for Huntingdonshire and Fenland are

²³ <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/long-term-transport-strategy/>

²⁴ <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/local-transport-plan/>

²⁵ <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/market-town-transport-strategies/>

currently under development and, once approved, will replace the market town strategies in those districts. At present however the [Ramsey Market Town Transport Strategy](#)²⁶ (2010) remains in place, notwithstanding its name it actually covers Ramsey, Bury, Upwood and the Raveleys, Wistow and Worboys.



Extract from Ramsey Market Town Transport Strategy © Cambridgeshire County Council

²⁶ https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/R-TP-Ramsey_Market_Town_Transport_Strategy.pdf?inline=true

- 24.4 The [Cambridgeshire Transport Investment Plan](#)²⁷ (TIP) sets out the transport infrastructure, services and initiatives that are required to support the growth of Cambridgeshire. The schemes included in the TIP are those that the County Council has identified for potential delivery to support growth. These range from strategic schemes identified through the County Council's transport strategies, to those required to facilitate the delivery of Local Plan development sites for which Section 106 contributions will be sought, through to detailed local interventions.
- 24.5 Consultation has confirmed that traffic management is a major concern for most residents. The volume and speed of traffic are perceived to be outside the control of residents. The road network is already busy and this can lead to difficulties in using non-car borne methods of transport.
- 24.6 The Parish Council has developed a transport strategy and will work with Huntingdonshire District Council and Cambridgeshire County Council to explore the options that may be available to address traffic management in the village.
- 24.7 Local planning policy recognises that Ramsey and the surrounding area has relatively poor transport infrastructure, being well off the Primary road network and relatively remote. Its comparatively limited services, facilities and employment opportunities make it a less sustainable location in terms of travel than some of the other market towns in Cambridgeshire.
- 24.8 Ramsey and the surrounding villages is classed as a rural area, there are high levels of car ownership and reliance on the car to maintain access to key services. In addition, high house prices and lack of affordable housing has led to more people travelling further to work, with the average length of commute in Ramsey greater than the national average²⁸. Access to employment, education and services can be a real challenge without a car in rural areas. The strategy recognises that the private car will often be the most viable option for many journeys. However, for those without access to a car, the bus and community transport network is vital
- 24.9 The strategy will seek to:
- Support sustainable growth across the Ramsey Spatial Planning Area;
 - Consider longer term aspirations in support of sustainable growth to 2036 and beyond;
 - Improve accessibility to employment and key services; and
 - Encourage sustainable alternatives to the private car, bus, walking and cycling, car sharing
- 24.10 Therefore the strategy needs to address:
- Developing services designed by local communities that meet their needs;
 - Ensuring services provide best value for money;
 - Better integrating health, education and social services transport;
 - Demand Responsive Transport (DRT) such as Dial a Ride, including timetabled services at peak times;
 - Taxi sharing schemes; and
 - Community/voluntary car schemes
- 24.11 Road safety is an important issue in all areas, however small rural towns such as Bury often have different problems to larger towns or extended urban areas. Modes such as cycling and

²⁷ <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-investment-plan/>

²⁸ As identified in the Ramsey Market Town Transport Strategy 2010

walking are often proportionately more dangerous as rural roads linking villages are frequently fast and narrow, often lacking lighting and footpaths. This can discourage use of sustainable transport and contribute to higher levels of car use.

24.12 Problems with personal safety were raised by both the Bury Neighbourhood Plan survey and PC members. A general feeling of poor safety can also result in increased social exclusion, particularly of the very young and the older community, as other “safer” modes may not be available to them. This results in people making fewer trips and accessing services less frequently. This can be a particular issue with health care. Improving road safety would therefore enhance the quality of life of some of the most vulnerable members of the community.



24.13 **Road Safety Schemes** to be explored are (Note - the costings in the following table is derived originally from Cambridgeshire County Council in the [Ramsey Market Town Transport Strategy](#)²⁹ which the Parish Council has sought to bring up-to-date as far as possible):

The Problem	Scheme	Impact	Cost
Poor pedestrian safety crossing Upwood Road	Installation of a crossing to aid both pedestrians and cyclists to cross the road safely. It will also link in with the off road cycle path along Upwood Road	Improved safety for pedestrians and cyclists and potential increase in uptake of sustainable travel	£70,000 -£90,000
High Street - poor safety for pedestrians and cyclists	The exact nature of this scheme will depend on the outcome of design work. It will be aimed at improving the environment for pedestrians and cyclists while keeping traffic speeds low and reducing the number of accidents	Improved environment for pedestrians and cyclists, lower accident rates and increased uptake of sustainable transport modes	Unknown at present time

24.14 There is a strong perception in the Village that HGV speeds, particularly on the Upwood Road and High Street, are excessive. It is possible that this is due to the confined nature of the space causing speeds to seem higher than they are. Further work would need to be carried out to define whether there is a significant problem and what would be the best approach for dealing with it.

24.15 **Traffic Management Schemes** to be explored are (Note - the costings in the following table is derived originally from Cambridgeshire County Council in the [Ramsey Market Town Transport Strategy](#)³⁰ which in this case the Parish Council has not been able to update):

²⁹ https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/R-TP-Ramsey_Market_Town_Transport_Strategy.pdf?inline=true

³⁰ https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/R-TP-Ramsey_Market_Town_Transport_Strategy.pdf?inline=true

Problem	Scheme	Impact	Cost
Upwood Road / Bury Road junction	Signalisation or installation of a roundabout	Improve the traffic flow at this junction and reduce the probability of accidents occurring	£200,000
Perceived high HGV speeds on the B1040 High Street and the Upwood Road, Speed measurement work to define the problem and potential issues	Speed measurement work to define the problem and potential mitigation measures if it is proven there is one	Improved environment for other road users	Dependent on measures employed

24.16 The main problems concerning access to the school in Bury are focussed on parking and safety. The consultation Survey BNVP conducted was that congestion generated by the school run was cited as a concern, as was the safety of children cycling to Bury School along the High Street. It should be noted that many of these problems are likely to be reduced by schemes set out in the above strategy.



24.17 Increasing cycling and walking will help achieve the objectives of the strategy Plan, increased use of these modes also aids the progress of the health agenda and helps reduce congestion on the road network. They are also non-income dependent and so help reduce the isolation and social exclusion which can be a problem for those on low incomes. They are however subject to concerns of personal safety with regards to road accidents and crime.

24.18 Current provision for pedestrians and cyclists is not significant. There are a number of footpaths that pass through the village, including footpaths, in the centre of the village are poor, with the High Street being a particular example. Narrow streets and on street parking also make cycling difficult and increase the feeling of danger, particularly for young people travelling to school. The strategy therefore includes a number of routes for cyclists and pedestrians which will enhance their safety and provide faster routes to main destinations. This will involve a combination of on and off road paths forming a network around the village. The paths reflect the ideas raised by consultation.



24.19 **Walking and Cycling Schemes** to be explored are (Note - the costings in the following table is derived originally from Cambridgeshire County Council in the [Ramsey Market Town](#)

[Transport Strategy](#)³¹ which the Parish Council has sought to bring up-to-date as far as possible):

Problem	Scheme	Impact	Cost
Lack of cycling infrastructure	Off-road path from Upwood School to the High Street and Abbey School.	A safe route that travels the length of the village without use of busy roads should help increase the uptake of cycling and walking as well as improve safety for those who already use these modes	£1,250,000
	Improvement of the existing right of way including better surfacing and installation of a pedestrian crossing over Bury Road where it intersects the path potentially linking in with the RAF Upwood development an on-road signed route through the Maltings to Ramsey High Street	Provide cyclists with an alternative route from Upwood Road and the High Street, both of which are busy	£450,000
Cycle Information	Provision of up to date information on the paths in and around Ramsey	Increasing awareness of the paths and providing route information will help encourage greater use	£10,000

25. Highway Impact

- 25.1 Traffic has been identified as a major issue of concern to the parish residents in consultation that has been undertaken. It is the volume and speed of traffic that are the primary concerns; the safety of pedestrians and cyclists, air pollution and noise pollution are also issues. The impact of traffic on life in Bury cannot be overstated. It is an aim of the Neighbourhood Plan to deliver improvements to the pedestrian environment through new development. In consultation 80% of local residents thought the major issue was the speed of traffic.
- 25.2 The Huntingdonshire Local Plan to 2036 contains Policy LP 16 on Sustainable Travel and Policy LP 17 on Parking Provision and Vehicle Movement. This latter policy indicates that proposals must incorporate adequate parking for vehicles and cycles. Advice on parking arrangements is contained in the Huntingdonshire Design Guide [SPD](#) (2017)³².
- 25.3 Policy ISF1 sets out a proactive policy to promote sustainable transport options. The Transport Strategy identifies that road safety is an important issue in Bury and problems with personal safety were raised through public consultation including in the Bury Neighbourhood Plan survey. The Transport Strategy sets out a number of schemes which the Neighbourhood Plan is looking to explore and secure for the benefit of the local community, both existing and future residents.

³¹ https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/R-TP-Ramsey_Market_Town_Transport_Strategy.pdf?inline=true

³² <http://www.huntingdonshire.gov.uk/media/2573/huntingdonshire-design-guide-2017.pdf>

25.4 Improving road safety would therefore enhance the quality of life of some of the most vulnerable members of the community. Unfortunately, traffic management is not an issue over which the Parish Council have direct control. Most of the traffic originates outside the parish. As a consequence, traffic management cannot be easily addressed by this Neighbourhood Plan. However, the Neighbourhood Plan contains a transport strategy in the previous section that will seek to support road safety improvements around the plan area.

25.5 As part of the overall approach the Neighbourhood Plan can support these wider ambitions and ensure that new development does not adversely affect the highway network or that where it does contributions through a Planning Obligation address the impacts. A Planning Obligation can only be sought where it meets the relevant tests; namely: it is necessary to make the development acceptable in planning terms; is directly related to the development; and is fairly and reasonably related in scale and kind. In some cases Cambridgeshire County Council is seeking more direct off-site delivery of highway improvements; i.e. rather than paying the County Council a fee the developer will undertake the works in the highway directly. As such in some cases a planning condition may be the appropriate implementation measure. In some cases Community Infrastructure Levy monies will cover highway improvements.



25.6 The policy includes reference to the storage and collection of refuse bins as where insufficient on-site provision is made this can result in a highway impact. This impact involves bins blocking pedestrian use of footways that can lead to pedestrian and vehicle conflict. The Cambridgeshire RECAP [Waste Management Design Guide SPD](https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-policy/recap-waste-management-design-guide/)³³ sets out advice on access, maximum travel distances, number of bins per property type etc. and take into account the Council's Waste Collection Policies. The policy looks to provide the opportunity for developers to promote alternative or innovative methods of storage such as underground bin storage, for example on larger sites if viability and operational practicalities support this approach in a development. Alternative or innovative methods of storage could have the added benefit of improving the visual aspects of recycling and waste management for the benefit of the community, particularly where smaller dwellings are concentrated and the provision of wheeled bins may be less desirable.

Policy ISF2 - Highway Impact

Proposals will be supported where they would not adversely affect the local highway network. Where proposals would negatively impact on the local highway network, contributions will be sought, where appropriate, through a Planning Obligation or planning condition in order to minimise and mitigate those impacts associated with the development.

³³

<https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-policy/recap-waste-management-design-guide/>

Any new development which involve alterations to existing highways and the provision of new highways would be supported where it meets the following design criteria:

- Provide suitable measures to accommodate traffic (including at peak times)³⁴;
- Improve the safety and attractiveness of the street scene; and
- Integrate appropriate traffic-calming measures within the development.

Development should incorporate adequate dedicated on-site provision for parking within the curtilage of properties or in parking courts or similar. Development proposals which would result in the displacement of existing off-street parking provision to on-street parking will not be supported. Proposals that incorporate car-free areas such as play streets would be supported.

New development should incorporate adequate on-site provision for the storage and collection of refuse bins. Where appropriate refuse collection storage should be screened and be easily accessible to the collection point. Where developers want to promote alternative or innovative methods of storage such as underground bin storage where viability and operational practicalities this would be supported; particularly where this improves the visual aspects of recycling and waste management for the benefit of the community.

26. Rights of Way Network

26.1 Bury covers a large area of countryside and as a consequence it benefits from an extensive and well-used rights of way network. These connect the different parts of the village and provide important links to local services and facilities. They also contribute to the recreational value of many of the Local Green Spaces designated under Policy NE1.

26.2 An effective rights of way network provides a dual role for recreation and for sustainable travel. Their recreational use makes an important contribution to health and well-being. The areas allocated for housing are distant from the main services and facilities in Bury and that the village also relies on Ramsey to provide a number of higher order services and facilities. As such the rights of way network contributes to accessibility and providing the opportunity for sustainable travel using non-vehicle modes. The Neighbourhood Plan looks to improve and extend the rights of way network, some specific proposals are detailed in the transport strategy.



26.3 Current provision for pedestrians and cyclists is not significant. There are a number of footpaths and footways that pass through the village, including footways in the centre of the village that are narrow and/or are in poor quality, with the High Street being a particular example. Narrow streets and on street parking also make cycling difficult and increase the feeling of danger, particularly for young people travelling to school. The transport strategy in the Neighbourhood Plan therefore includes a number of routes for cyclists and pedestrians which will enhance their safety and provide faster routes to main destinations. This will involve a combination of on and off road paths forming a network around the village. The paths reflect the ideas raised by consultation and support for schemes that help to deliver these are referred to in the policy below.

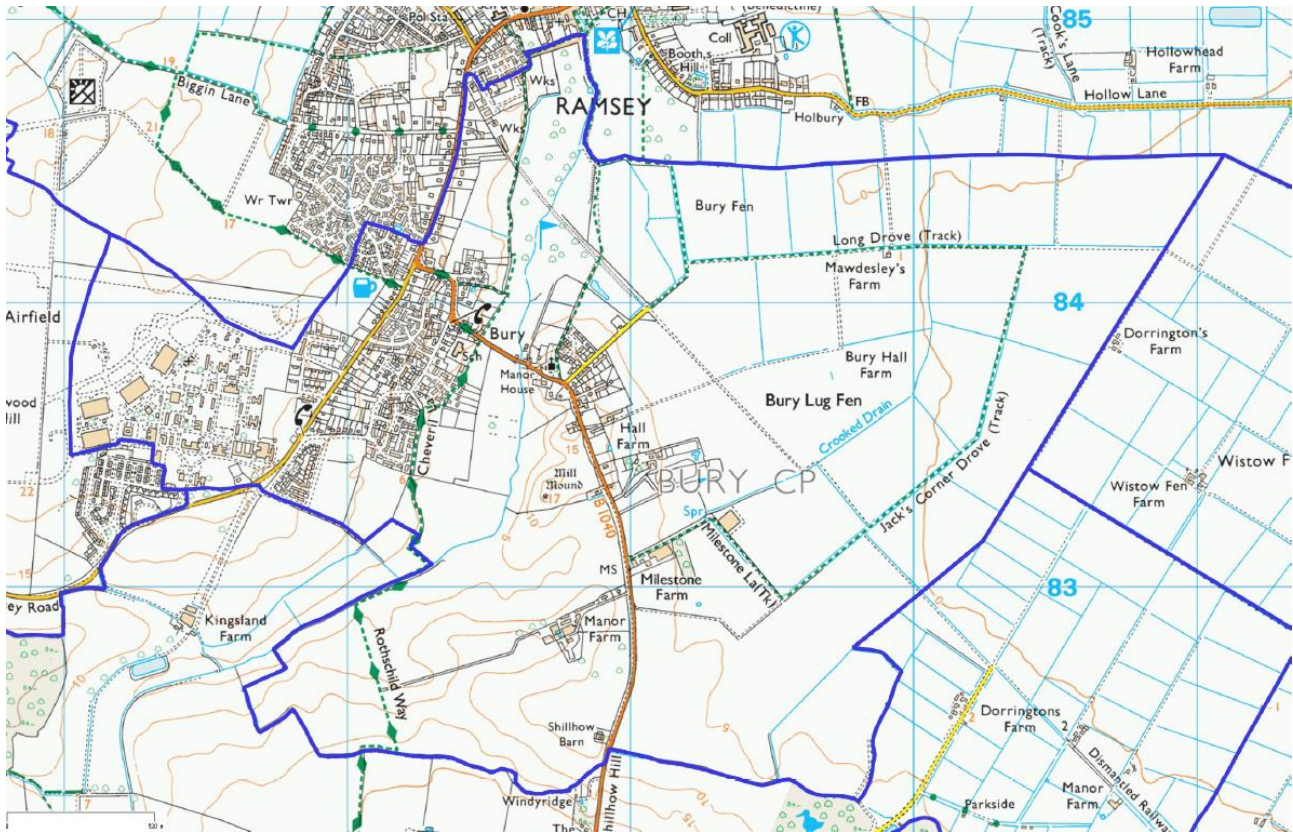
³⁴ Identified improvement projects and their sources can be found in paragraphs 24.13 and 24.19 and associated tables

26.4 The Rothschild Way is a footpath extending to Woodwalton Fen from Wicken Fen commemorating the early wildlife conservation work of Charles Rothschild. It is 39 miles in length and is recognised as a long distance route, it runs through Bury.

Policy ISF3 - Rights of Way Network

Measures to support and improve green infrastructure across Bury through the improvement of the existing network of public rights of way and proposals to extend the network of public rights of way will be supported where this does not result in harm to ecology or landscape character. In particular schemes that contribute to the delivery of the following proposals from the Neighbourhood Plan transport strategy would be supported:

- Off-road path from Upwood School to the High Street and Abbey School, improvement of the existing right of way including better surfacing and installation of a pedestrian crossing over Bury Road where it intersects the path;
- On-road signed route through the Maltings to the High Street, potentially linking in with the RAF Upwood development.



Map 4 - Rights of Way in Bury © Crown Copyright OS Licence Number 0100055891

- Footpath
----- Bridleway ◆◆◆ Recreational route

27. Health and Education Provision

27.1 The provision of health services was a concern highlighted by many residents, and the delivery of new housing can help to influence the provision of such facilities. Residents in

Bury largely rely upon the primary healthcare facilities in Ramsey at Ramsey Health Centre³⁵ or Rainbow Surgery³⁶ (Part of Fenland Group Practice). Moat House Surgery³⁷ at Warboys also covers Bury. Dental provision is available in Ramsey at Ramsey Dental Surgery³⁸ and at mydentist at Warboys³⁹.

27.2 As at September 2018 the position regarding primary healthcare in Ramsey and Warboys is as follows⁴⁰:

Doctors

Location	Name of practice	Address	Registered Patients	Doctors
Ramsey	Ramsey Health Centre	Mews Close, Whytefield Road, Ramsey PE26 1BP	7,142 (Accepting new patients)	6
Ramsey	Rainbow Surgery p/o Fenland Group Practice	1B Stocking Fen Road, Ramsey PE26 1SA	Not accepting new patients	2
Warboys	Moat House Surgery	Beech Close, Warboys PE28 2RQ	6,633 (Accepting new patients)	5

Dentists

Location	Name of practice	Address	Registered Patients	Dentists
Ramsey	Ramsey Dental Surgery	2 High Street, Ramsey, PE26 1AE	Not accepting new patients	5
Warboys	mydentist	60 Mill Green, Warboys, Huntingdon PE28 2SB	Accepting new patients	5

27.3 At present the local GP provision is able to meet the recommended guidelines for doctor to patient ratios. However, as Bury grows alongside Ramsey, Warboys and surrounding villages the GP Practices will need to employ more staff, and will also require additional space for them to allow them to develop enhanced services to improve healthcare.

27.4 Bury has a primary school, Bury Church of England Primary School⁴¹. This school was founded in about 1845 on land in Bury High Street, in 1970 it was rebuilt and was expanded in 1992

³⁵ <https://www.ramseyhealthcentre.co.uk/>

³⁶ <https://www.rainbowsurgery.co.uk/index.aspx>

³⁷ <http://www.moathousesurgery.co.uk/index.aspx>

³⁸ <https://www.ramseydentalsurgery.co.uk/>

³⁹ <https://www.mydentist.co.uk/dentists/practices/england/east-of-england/huntingdon/60-mill-green>

⁴⁰ Primary healthcare needs and capacity can be obtained by contacting the Cambridgeshire and Peterborough Clinical Commissioning Group

⁴¹ <https://www.bury.cambs.sch.uk/website>

and in 2003-2004. Other primary school provision is available in Ramsey and Upwood. Secondary school provision is available at Abbey College in Ramsey.

27.5 As at September 2018 the position regarding education provision in and around Bury is as follows⁴²:

Primary Education

Location	Name of school	Address	Students on roll	Capacity
Bury	Bury CofE Primary School (4-11)	Owls End, Bury PE26 2NJ	191	210
Ramsey	Ramsey Junior (7-11)	Station Road, Ramsey PE26 1JA	220	355
Ramsey	Ramsey Spinning Infants (5-7)	High Street, Ramsey PE26 1AD	173	270
Upwood	Upwood Primary Academy (5-11)	Huntingdon Road, Upwood PE26 2QA	189	210

Secondary Education

Location	Name of school	Address	Students on roll	Capacity
Ramsey	Abbey College (11-18)	Abbey Road, Ramsey, PE26 1DG	986	1,260

27.6 At present there is capacity at primary school level in all local schools. The schools at Bury and Upwood are the closest to the strategic allocation at Upwood Airfield and are therefore the schools most likely to be affected. The Huntingdonshire Developer Contributions Supplementary Planning Document (SPD) 2011⁴³ identifies in Table 7 the ratios to be used to calculate pupil generation from new housing. The SPD is currently under review so a successor document may apply during the lifetime of this Neighbourhood Plan. In responding to recent planning applications⁴⁴ the general multiplier ranges that have used by Cambridgeshire County Council as the Education Authority are:

- 30 early years places (0-4 year olds) per 100 new dwellings;
- 40 primary age children places (4-10 year olds) per 100 dwellings; and
- 25 secondary pupils (11-15 year olds) per 100 dwellings.



⁴² Educational need and capacity figures can be obtained by contacting Cambridgeshire County Council

⁴³ <http://www.huntingdonshire.gov.uk/media/1127/developer-contributions-spd.pdf>

⁴⁴ 18/02596/OUT – Consultation Response titled 'Emerging education Requirements 27.03.19'

27.7 Based on these multipliers the planned allocations in Bury in the Huntingdonshire Local Plan to 2036 alongside other planned allocations in the school catchment areas; together with existing and potential commitments will result in the following impacts according to Cambridgeshire County Council:

- A shortfall of around 68 early years (0-4 year olds) places will occur;
- Bury Primary School is expected to not have capacity by 2022/23 so additional capacity for primary age children (4-10 year olds) will be required; and
- Abbey College is expected to not have capacity by 2022/23 so additional capacity for secondary pupils (11-15 year olds) will be required.

27.8 The estimated number of primary aged pupils from planned development across the planned period is likely to far exceed the collective current capacity of places available in the Bury and Upwood primary schools. However the current capacity of places available in the Ramsey infant and junior schools may assist in meeting some of the overall demand; dependent upon the levels of overall housing built across their catchments. The [Infrastructure Delivery Plan](#)⁴⁵ supporting the Huntingdonshire Local Plan to 2036 identifies the elements of educational provision required to support growth over the plan period.



27.9 The estimated number of secondary aged pupils could not be met within the current capacity of places available in Ramsey at Abbey College; again this is also dependent upon the levels of overall housing built across the overall wider catchment. Education capacity fluctuates over time and the Neighbourhood Plan needs to be sufficiently flexible to account for circumstances where demand might outstrip capacity.

28. Infrastructure Provision & Developer Contributions

28.1 The Huntingdonshire Developer Contributions [SPD](#)⁴⁶ sets out the need to secure infrastructure and developer contributions from new development in the form of:

- Affordable Housing
- Green Space
- Footpaths and Access
- Health
- Community Facilities
- Libraries and Life Long Learning
- Education and Schools
- Residential Wheeled Bins

(Note - The SPD is currently under review so a successor document may apply during the lifetime of this Neighbourhood Plan. The costs are updated annually the 2019/2020 updated costs can be found on the Huntingdonshire [website](#)⁴⁷)

28.2 Policy LP 4 - Contributing to Infrastructure Delivery in the Huntingdonshire Local Plan to 2036 sets out the focus at the District level to secure infrastructure and developer contributions from new development in the form of:

⁴⁵ <https://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/monitoring-research-and-evidence-base/>

⁴⁶ <https://www.huntingdonshire.gov.uk/media/1127/developer-contributions-spd.pdf>

⁴⁷ <https://www.huntingdonshire.gov.uk/media/1239/developer-contributions-updated-costs.pdf>

- Affordable housing
- Recreation (including leisure and sports facilities)
- Green infrastructure and biodiversity enhancement/mitigation
- Transport
- Community facilities
- Education, health and social care and community safety
- Utilities infrastructure and energy
- Emergency and essential services
- Environmental improvements
- Drainage and flood prevention and protection
- Waste recycling facilities
- Public art, heritage and archaeology

28.3 The Community Infrastructure Levy (CIL)⁴⁸ allows local planning authorities to raise funds from new development. The money raised is used to fund district-wide and local infrastructure projects that benefit local communities. The CIL charges are based on the size and type of development. For most developments the CIL charges are designed to cater for the required infrastructure provision. For large scale major development⁴⁹ there is still a need for infrastructure provision that will not be CIL funded. Therefore section 106 planning obligations will still be used as appropriate. The [CIL Charging Schedule](#)⁵⁰ is currently under review so may change during the lifetime of this Neighbourhood Plan.

28.4 In addition section 106 planning obligations and planning conditions also continue to be used for local infrastructure requirements on development sites for things such as site-specific local provision of open space, affordable housing, habitat protection and access roads.

28.5 In relation to Bury the Neighbourhood Plan identifies the following infrastructure and community facilities to be the priority in the policy below. As CIL is a mandatory process, this policy applies where it is appropriate for section 106 planning obligations and planning conditions to be used.



28.6 The Parish Council obtains 15% of the CIL collected from new development within Bury to spend locally on infrastructure provision. When the Neighbourhood Plan is finalized and 'made' the Parish Council will receive 25% of the CIL collected from new development within Bury to spend locally on infrastructure provision. The policy below also sets out the priorities and projects on which the Parish Council intends to spend the CIL monies it obtains. It should be noted that CIL monies can only be spent on infrastructure, in particular it cannot be spent on supporting private enterprises.

28.7 The Green Space and Play Needs Analysis undertaken by Huntingdonshire District Council in 2016 identified that Bury had a moderate deficiency in the total provision of green space and a substantial shortfall in play provision. In terms of green space the village is particularly short of Parks & Gardens; Natural & Semi-natural green space; and Allotments and

⁴⁸ <https://www.huntingdonshire.gov.uk/planning/community-infrastructure-levy-cil/>

⁴⁹ Defined in the Huntingdonshire CIL Regulation 123 List as: Residential development of 200 or more dwellings or, where the residential units is not given, a site area of 4 hectares or more, or any other development where the floor space to be built is 10,000 sq m or more or where the site is 2 hectares or more

⁵⁰ <https://www.huntingdonshire.gov.uk/planning/community-infrastructure-levy-cil/calculating-and-paying-cil/>

Community Gardens. The Huntingdonshire [Sports and Leisure Facilities Strategy](#)⁵¹ 2016-21 identifies potential future need in the district for facilities such as MUGAs, tennis courts etc. In Bury it confirms the need for a 3G Artificial Turf Pitch; MUGA; and an outdoor gym. New development will exacerbate these deficiencies in green space and generate additional demand for green space and sports and leisure facilities.

Policy ISF4 - Infrastructure Provision

Proposals for residential development where appropriate, will only be supported where it provides for the required community infrastructure including improvements to Bury village hall; existing schools; and primary healthcare provision commensurate with the need arising from the new development. This is to ensure that the existing and new population have access to community infrastructure.

Residential development proposals where appropriate, will only be supported where it provides for the necessary green community infrastructure, relevant to the size of the development, including children's play areas; sports playing pitches; open space; natural greenspace; and allotments.

Development proposals will be supported where they provide improvements if necessary to the local surface water drainage system; and the water and sewerage network.

28.8 The priorities and projects for local infrastructure on which developer contributions (through a planning obligation or a planning condition as relevant) will be sought where appropriate; and on which the Parish Council intends to spend the CIL monies it obtains are:

- Additional Pedestrian Footways and Safe Pedestrian Crossings on Upwood Road, including adjacent to the Clinic Site and Safe Pedestrian Crossings on the B1040;
- The White Lion Junction Improvement;
- An off-road Pedestrian Path and Access from the BMX Track Area to the Rear of Bury Primary School;
- Provision of a safe Cycle/Pedestrian Path from Upwood Primary School to Tesco Ramsey through the Upwood Airfield site and the development off Upwood Road;*
- Provision of a Network of Safe Pedestrian Walkways through the Village linking the 3 parts of the Village;
- Review of the Parking Arrangements around the retail unit at the junction of Upwood Road and Grenfell Road;
- Consideration of a 20 MPH Zone along Owls End and Tunkers Lane to improve pedestrian safety and the risk to children walking and cycling to school;
- On-site and Off-Site Traffic Calming Measures;
- Update of the Present Speed Indicators around the Village;
- Improvement to the Part of Tunkers Lane Between the Junction with Valiant Square and the Junction with Buryfield;
- Improvements to Footpath Route along Cheveril Lane;
- Provision of a 3G Multi-use Games Area (MUGA) and Possible Tennis Courts at the Upwood Airfield Site;
- Provision of a Possible Sports Hall at the Upwood Airfield Site;
- Provision of a Possible Youth Club;
- Potential Provision of Land for or Purchase of Land for a Possible Second Playing Field;

⁵¹ <https://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/local-plan-document-library/>

- Provision of Open Green Spaces and Play Areas on New Developments and Satisfactory Arrangements for Ongoing Management and Maintenance;
- Provision of Notice Boards on New Developments.

*Note - * This route includes areas outside of the Parish of Bury*

29. Protection of Community Assets

29.1 Community Assets is a generic term used for community infrastructure, services and facilities. This includes village halls, church halls, community centres and multi-use facilities. These facilities typically provide opportunities for community uses such as adult learning courses, events, sports and activities. Community facilities can also provide space for arts or cultural activities, and serve wider purposes such as providing affordable space for events or small businesses to hire. There is a relatively limited provision of community and meeting space available for use in Bury, the village hall provides a home for local organisations. The hall was built in 1996 to serve the residents of Bury, it can accommodate up to 150 people at one time. The annexe attached to the hall, with its own access includes a separate meeting room, which will accommodate 15 -20 people, is equipped with projector, screen and speaker all connected via HDMI to a laptop.



29.2 The village hall is actively used for regular bookings on a weekly basis, the regular weekly use as at January 2019 was as follows:

Day	Morning	Afternoon	Evening
Monday	Bury Play Group	Bury Play Group	Judo Club
Tuesday	Bury Play Group	Bury Play Group	1 st Bury & Upwood Beavers and Cubs
Wednesday	Bury Play Group		Bury Carpet Bowls Club
Thursday	Bury Play Group	Bury Play Group	Bridge Club
Friday	Bury Play Group	Bury Carpet Bowls Club	Bury Table Tennis Club
Saturday	Bury & Ramsey Concert Band		
Sunday			

29.3 The village hall is also used by the Abbey Women's Institute which meets every 1st Thursday of the month, the Ramsey Senior Citizens every first Wednesday (except January and August), Huntingdonshire Society for the Blind one Monday every other month. The Parish Council holds all of its meetings and events at the village hall. The village hall is located as part of a community hub in the centre of the village which includes the primary school; the play area; and the recreation field.



29.4 Other important community assets providing retail services include Bury Stores (the village convenience store); Bury Cakes & Pies; and the Egg Vending Machines at Manor Farm. Vehicle repairs and servicing is available at Burton Brothers; G. Tinkler; and Carl's Motors. Other important services and facilities include the White Lion public house; parish church; and the petrol filling station. Local community support facilities includes Honey Bumpkin Childminding; Friend for Life Grooming Parlour; Cromwell Farm Boarding Kennels & Cattery; The Hairy Barkers dog walking service; and Netman Computer and Web Services. Shirelodge also provides bed and breakfast accommodation in Bury. The golf course of Ramsey Golf and Bowls Club extends through the centre of Bury although the built facilities are in Ramsey. The most popular facilities used and supported by our community are the Village Stores and Burtons Garage with 92% using the Stores and 77% using the garage either often or at least sometimes as demonstrated through consultation results.

29.5 Policy LP 22 - Local Services and Community Facilities of the Huntingdonshire Local Plan to 2036 looks to support new community facilities and to safeguard against their loss. Bury has a small number of highly valuable community assets which are vital to be retained in order to help protect the distinct identity of Bury as a village which is separate to the town of Ramsey.

29.6 Another mechanism to protect and keep valued buildings or land in use for the community is the Community Right to Bid Scheme. It gives local community groups the opportunity to nominate buildings or other land to be included on the Huntingdonshire Council's [list](#)⁵² of Assets of Community Value. An asset should contribute to the community's social well-being or social interests. Once on the register, if an asset comes up for sale or lease, a community group has a period of time in which they can register their interest as a potential bidder, delaying a sale on the open market. Currently Bury has no recorded Assets of Community Value.



29.7 The planned growth will necessitate additional or enhanced provision of community assets. Consequently the Neighbourhood Plan sets out a framework to address the specific requirements of community assets in Bury. Any new community facilities should be accessible to the community they are intended to serve. Where it is proposed to relocate and existing community facility or provide a replacement community asset it would need to be provided in a location with an equal or better level of accessibility for the community it is intended to serve. Such criteria would enable the expansion and improvement of community facilities, where land may not be currently available to facilitate expansion and improvement in their current location.

Policy ISF5 - Community Assets

Development proposals that result in the improvement/enhancement of existing community assets including the village hall; play area; recreation ground; primary school; village shop; or public house will be supported subject to their compliance with other development plan policies.

Development proposals that result in the provision of new community assets both within and outside of but adjacent to the settlement boundary will be supported subject to their compliance

⁵² <https://www.huntingdonshire.gov.uk/council-democracy/community-right-to-bid/>

Bury Village Neighbourhood Plan

with other development plan policies; provided the scale is commensurate with size of facility to meet the needs of Bury. In particular proposals for new play areas; sports/recreation facilities; local retail provision; and local health provision will be supported.

Proposals that would result in the loss of the following community assets will be resisted unless it can be shown that they are poorly used, not viable or adequate replacement provision is made elsewhere in Bury which is an equivalent service or community facility located where it is equally or more accessible to the existing and planned new community it is intended to serve:

- Bury CofE Primary School and associated grounds
- Recreation Ground and Play Area
- Village Hall
- Bury Church and associated space
- Bury Stores
- White Lion Public House
- Burton Brothers Filling Station (excluding car showroom, workshop and yard)



Natural and Built Environment



30. Heritage Assets

30.1 There are few buildings in Bury taller than two storeys with the notable exceptions of the tower of Bury Church. The church of Holy Cross is built of rubble with Barnack stone dressings and the roofs are covered with slates and tiles.

30.2 Heritage assets are buildings, monuments, sites, landscapes and townscapes which have historic or architectural significance; collectively they help make the historic environment. The protection of individual heritage assets is important not only to safeguard the significance of the asset itself but also to protect the wider historic environment.



30.3 Part of Ramsey Conservation Area extends into the parish of Bury, in Bury it covers the Church of Holy Cross; the Ramsey golf course; part of High Street; and part of Bury Road. The Ramsey Conservation Area Character Statement was published in December 2005 by Huntingdonshire District Council. This is a [character appraisal](http://www.huntingdonshire.gov.uk/media/2329/ramsey-conservation-area-character-assessment-adopted-december-2005.pdf)⁵³ whose purpose is to identify and record those special qualities that make up the architectural and historic character. This includes significant trees; significant green spaces; landscape views; and native hedgerows. The plans and text within the Conservation Area Statement provide additional information on the architecture of the conservation area, including the distinctive building materials. This Neighbourhood Plan draws upon this Statement as part of its evidence base.

30.4 Areas of special architectural or historic interest are designated as Conservation Areas to help preserve and enhance them for future generations. Once designated, there are restrictions on the nature of works within Conservation Areas that can be carried out to properties and trees without permission from the local planning authority. Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 also requires that “*special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area*”. The effect of development proposals on the special character and significance of Conservation Areas should be given considerable weight when determining planning applications.



30.5 There are no Scheduled Monuments (SAMs) within the Plan Area. The Neighbourhood Plan area only contains a relatively small number of Listed Buildings as follows:

⁵³ <http://www.huntingdonshire.gov.uk/media/2329/ramsey-conservation-area-character-assessment-adopted-december-2005.pdf>

Grade 1

Church of Holy Cross, Bury Hill, Bury

Grade II*

None

Grade II

Hall Farmhouse, Bury Hill, Bury

Milestone to East of Milestone Farmhouse, B1040, Bury

Bridge Approximately 150 Yards West of Church of Holy Cross, B1040, Bury

Home Close, High Street, Bury

Julians, Owls End, Bury

Manor House, Bury Hill, Bury

The Thatched Cottage, High Street, Bury

10 Owls End, Bury

31. Local Distinctiveness and Public Realm

31.1 All new development should respect the local character of the area, ensuring that the building height, size and choice of external materials complement the existing fabric and do not obscure important views into and out of the village.

31.2 A high quality public realm made up of well-designed streets, pavements and other publicly accessible areas, together with the boundary treatments to local properties and front gardens, make a positive contribution to how Bury looks. Within the village the public realm is seen by local people as being an important element of the overall urban design of the settlement. A high quality public realm contributes to a high quality of life which can help to maintain healthy living, prevent anti-social behaviour and encourage high standards of property maintenance. The public realm of the village reflects its rural village character and the evolution of the village over time.



32. Natural Environment

32.1 Most of the Parish of Bury is rural, and contains substantial areas of farmland which contributes significantly to the character of the Parish and the setting of the village. A substantial land area, the former Upwood Airfield was formerly owned by the Ministry of Defence. This is now a substantial previously developed site whose redevelopment offers significant potential to enhance both the natural and built environment of Bury.

32.2 In the vicinity of the Bury Neighbourhood Plan area the key European and International designations of interest are the Orton Pit SAC (Peterborough); Nene Washes SAC; Ouse Washes SAC/SPA; Portholme SAC (Huntingdon/Godmanchester); and Fenland SAC/Woodwalton Fen Ramsar. The latter of these is the closest to the Neighbourhood Plan area lying approximately 4km to the west. Special Areas of Conservation (SACs) are designated under the 'Habitats Directive' - EU Directive 92/43/EEC and Special Protection Area (SPAs) are designated under the 'Birds Directive' - EU Directive 2009/147/EC on the Conservation of Wild Birds. Ramsar sites are designated under the Convention on Wetlands, called the Ramsar Convention, an intergovernmental treaty that provides the framework for

national action and international cooperation for the conservation and wise use of wetlands and their resources.

32.3 The Habitats Regulation Assessment screening identifies that the Neighbourhood Plan proposals would not individually or cumulatively result in any potential significant effects on any European designated site.

32.4 The Parish of Bury contains no National Nature Reserves (the nearest is at Upwood Meadows - west of Upwood). The Plan area does not contain but abuts a Sites of Special Scientific Interest: Warboy's and Wistow Wood; which is recorded as being in favourable condition.



33. Trees and Woodlands

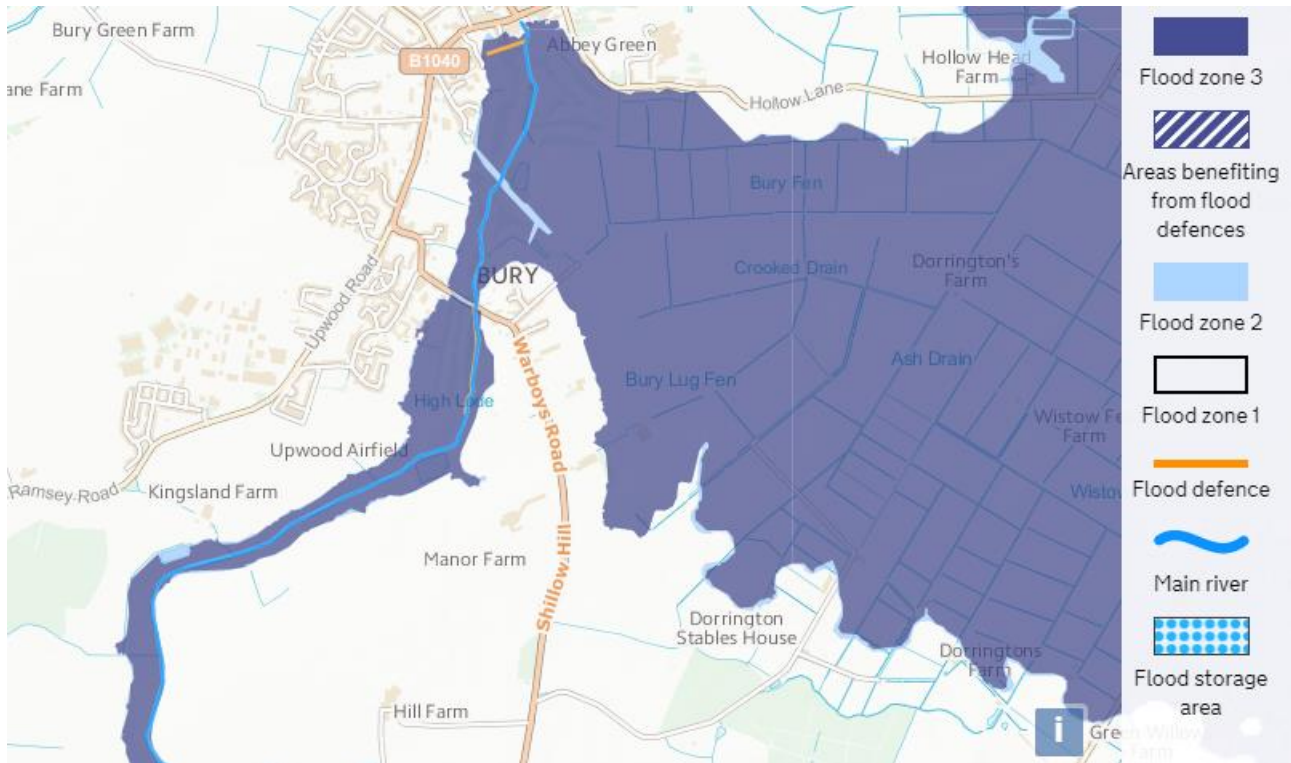
33.1 As much of the Parish of Bury contains substantial areas of farmland there are actually few areas of trees and woodlands as can be seen on the aerial photo below. Jack's Corner Spinney is an area of broadleaved woodland located to the east of Milestone Farm. Other significant groups and belts of trees within Bury are located within Ramsey Golf Course where they are largely utilised as separation between the various fairways. Additional tree and woodland planting within Bury would help to improve ecological networks within Bury.



Bury Aerial View © Crown Copyright OS Aerial Photos, used under Open Government Licence

34. Flood Risk

- 34.1 Much of the Parish of Bury is subject to flood risk as shown on the map below. Inappropriate development in areas at risk of flooding should be avoided, by directing development away from areas at highest risk (whether existing or future). Where development is necessary in such areas the development should be made safe for its lifetime without increasing flood risk elsewhere⁵⁴.



Map 5 - Flood Zones 2 and 3 in Bury © Environment Agency

35. Local Green Space

- 35.1 In 2012, the Government introduced a new designation of Local Green Space through the NPPF allowing local communities to put forward green areas of particular importance to them for protection. Once designated, planning permission will only be granted for the development of the sites in very special circumstances or if the development clearly enhances the Local Green Space for the purposes it was designated. In consultation 78% of local residents thought one of the strengths of Bury was the rural character, with 73% valuing the open and green spaces.
- 35.2 Local Green Space designation will not be appropriate for most green areas or open space. The designation should only be used where the green space meets the criteria set out in the NPPF. Namely that it is in reasonably close proximity to the community it serves; where the green area is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and where the green area concerned is local in character and is not an extensive tract of land.
- 35.3 The sites listed in the policy have been assessed as according with the criteria for Local Green Space as set out in the NPPF. A tabular assessment of each of the designated Local Green Spaces against these criteria, together with a brief summary of each of the areas is

⁵⁴ See NPPF paragraphs 155 onwards and policy LP 5 of the Huntingdonshire Local Plan

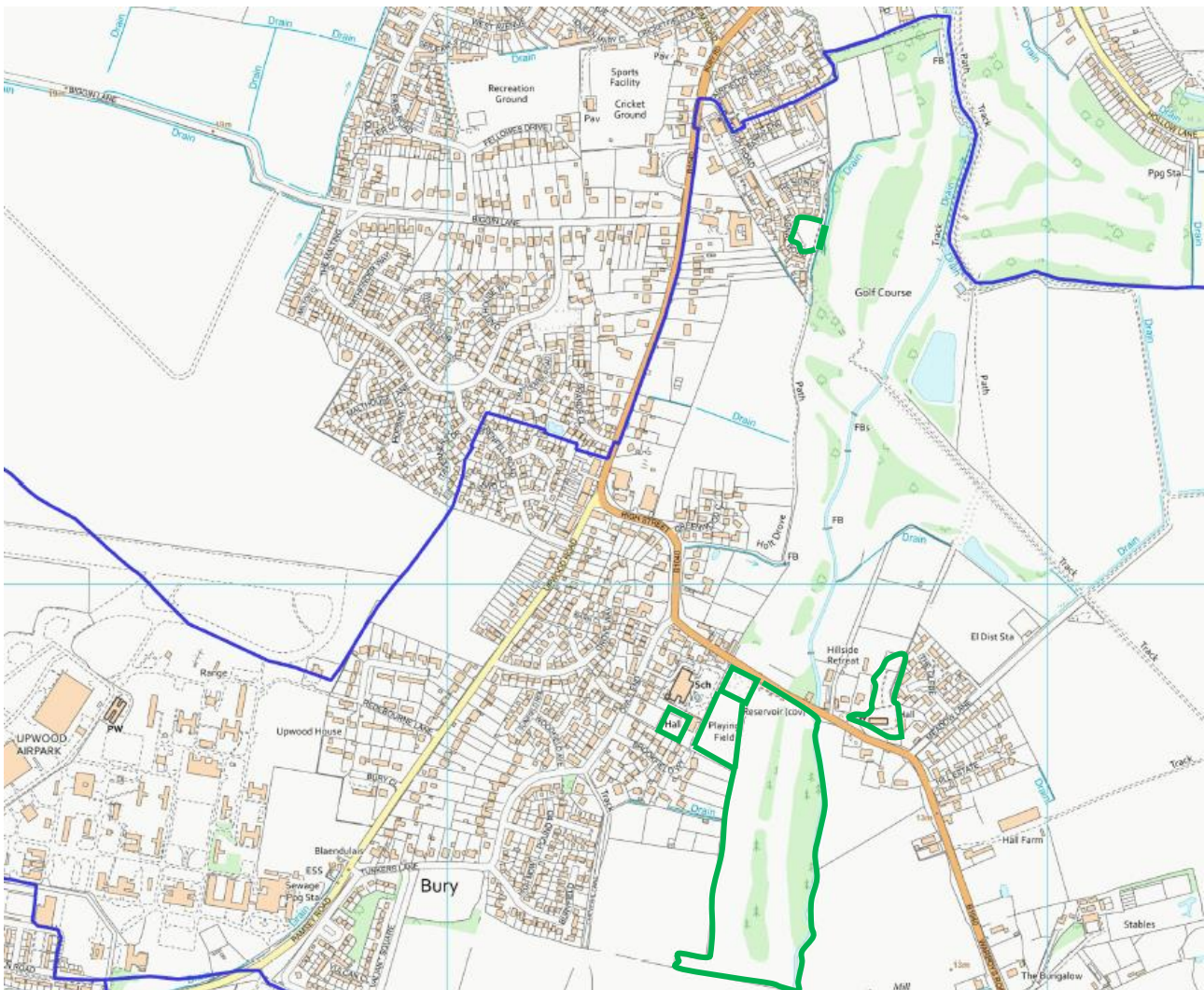
set out in Appendix 2. A detailed map of each of the Local Green Spaces is also included in Appendix 2. More detail on the sites considered and the assessment process is also set out in the Local Green Spaces Evidence document which accompanies this Neighbourhood Plan.

Policy NE1 - Local Green Space

The following sites are designated as Local Green Spaces and are identified on Map 6:

- Ramsey Golf Course (South of High Street)
- Bury Holy Cross Churchyard and Cemetery
- Bury Playing Fields (x2)
- BMX Track
- Land at Signal Road

The sites listed above and shown on the plan below are designated as areas of Local Green Space, which will be protected in a manner consistent with the protection of land within Green Belts



Map 6 - Local Green Spaces © Crown Copyright OS Licence Number 0100055891

 Local Green Spaces

 Plan Area Boundary

Note - More detailed plans of the Local Green Spaces are contained in Appendix 2

36. Protected Settlement Break

- 36.1 Parts of Bury immediately abut the town of Ramsey, that town has a population of 8,479. It provides a number of higher order local services and facilities that are used by the residents of Bury Village. The Parish boundary between Bury and Ramsey was established before much of the growth and development had occurred. Over time a degree of coalescence between Bury and Ramsey has already occurred. The northern part of Bury around Signal Road is contiguous with the main part of Ramsey, as such although spatially part of Bury it physically and visually appears as an extension to Ramsey.
- 36.2 There are in fact no gaps remaining between the two Parishes of Bury and Ramsey. However there is a gap between the northern part of Bury around Signal Road and the main part of Bury village. This remaining gap is the only visual and physical separation between the main cores of Bury and Ramsey. Consequently although being strictly between two part of Bury, it is the only gap remaining to prevent the complete coalescence of Bury and Ramsey.
- 36.3 The manner in which the Huntingdonshire Local Plan to 2036 places Bury and Ramsey together is considered by local residents to be contributing to a loss of identity for Bury as a distinct settlement. The local community and Bury Parish Council are concerned that the historic and distinct identity of Bury as a village is being eroded and that the Neighbourhood Plan needs to protect the historic and distinct identity of Bury as a village.
- 36.4 Given that the Huntingdonshire Local Plan to 2036 proposes that the 'Ramsey Spatial Planning Area' has allocations for 895 homes and 2 hectares of employment land there is a real threat that unchecked growth could lead to further coalescence between Bury and Ramsey. Saved Policy En15 of the now superseded Huntingdonshire Local Plan (1995) previously protected open spaces and gaps from development which would impair their open nature. This included the gap between Low Bury and White Arches on Bury Road. This is the remaining gap referred to earlier. The Huntingdonshire Local Plan to 2036 does not include any policy to prevent the coalescence of Bury and Ramsey, as such the Neighbourhood Plan needs to secure this important community objective which would otherwise disappear from the development plan.
- 36.5 The importance of the gap between Low Bury and White Arches on Bury Road was confirmed in appeal APP/H0520/W/16/3155400 which was dismissed in November 2016. In that appeal the value as an open gap within the established settlement pattern was confirmed. Ramsey and Bury have already coalesced in part over past decades, this means that the remaining physical and visual breaks that remain are even more important to protect. Land to the east of Bury Road between Low Bury and White Arches along with the land to the rear running back to the golf course is important to retain as undeveloped to prevent coalescence. This is the only remaining gap between Bury and Ramsey to the east of the B1040. This gap provides important views and a visual linkage through to the countryside from the B1040, it also allows a wedge of the countryside to physically extend into the heart of an otherwise substantially developed continuous road frontage in two places.



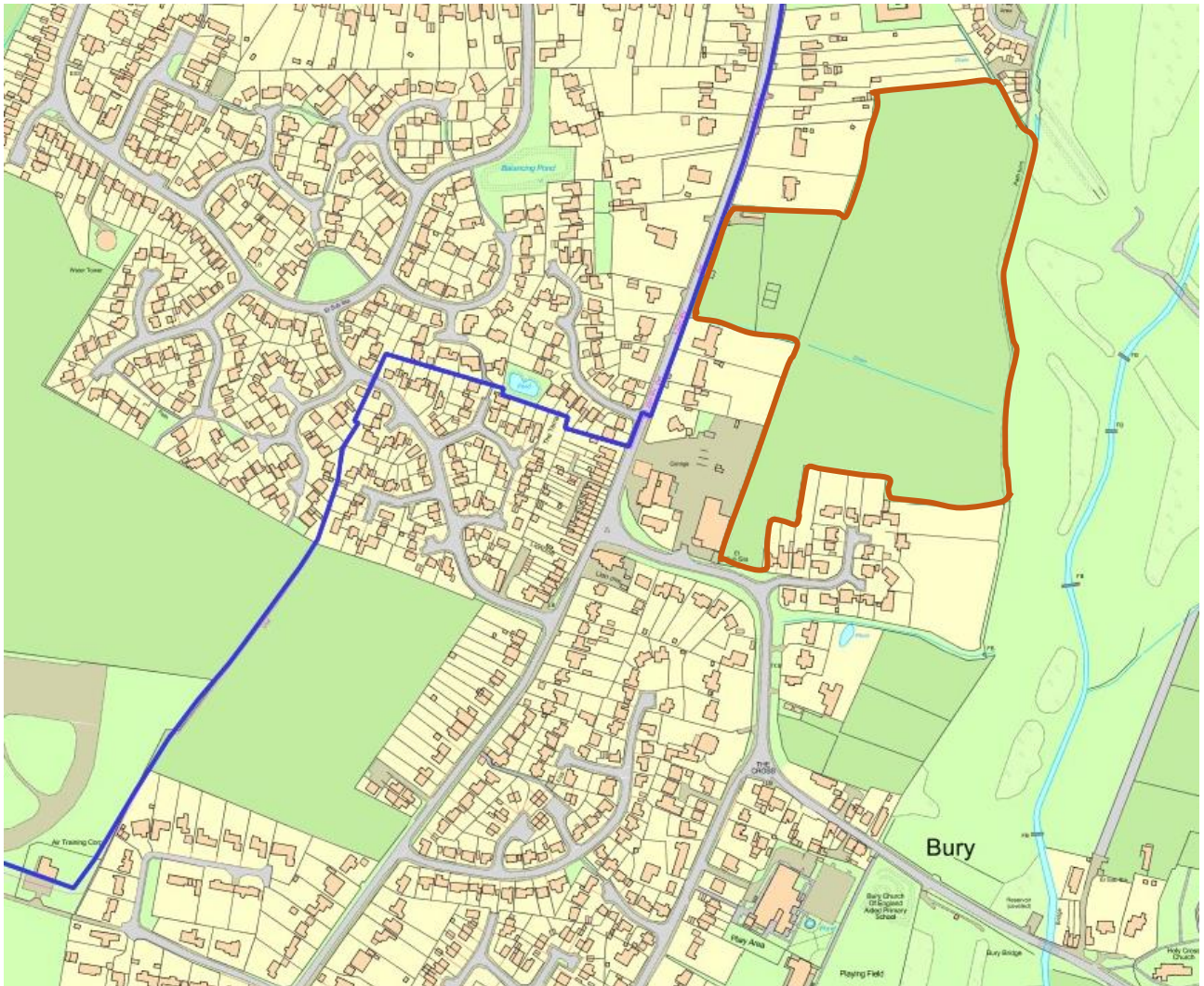
36.6 More information on the importance of the Protected Settlement Break as detailed in the appeal decision is contained in the supporting document, 'Settlement Boundary Methodology'. In the Appeal the Inspector concluded that: "The open and undeveloped nature of the site makes a significant positive contribution to the spacious and semi-rural character of Bury Road and provides a key opportunity for views out of the Ramsey Conservation Area."

Policy NE2 - Protected Settlement Break

The following area is identified as a protected settlement break to prevent the coalescence of Bury with Ramsey:

- Land to the east of Bury Road between Low Bury & White Arches and between Bury Road & Ramsey Golf Course between Greenwood Close & Signal Road.

Proposals for built development within the protected settlement break will not be supported unless the purpose of preventing coalescence and retaining spatial, physical and visual separation between Bury and Ramsey is secured.



Map 7 - Protected Settlement Break © Crown Copyright OS Licence Number 0100055891

 Protected Settlement Break

 Plan Area Boundary

Implementation and Delivery

- 37.1 The implementation and delivery section sets out what actions are required to turn this Neighbourhood Plan into reality on the ground.
- 37.2 The Parish Council needs the help of public and private partners to create a sustainable community and deliver the policies set out in this Neighbourhood Plan. The Parish Council will work with a number of partners, including the following, to implement the Plan:

Delivery Partners

Bury Parish Council (PC)
 Huntingdonshire District Council (HDC)
 Cambridgeshire County Council (CCC)
 Health Providers (HP)
 Private Developers (PD)
 Local Schools (LS)
 Local Bus Operators (LBO)
 Community Groups (CG)
 Local Residents (LR)
 Local Businesses (B)

- 37.3 New development creates a need to provide new infrastructure, facilities and services to successfully incorporate new development into the surrounding area to benefit existing, new and future residents. As provided for within national planning policy, appropriate financial contributions will be obtained from developers to combine with public funding to deliver the necessary facilities in infrastructure. The table below sets out the relevant implementation partners for the Neighbourhood Plan policies.
- 37.4 The Neighbourhood Plan provides a positive framework to ensure that development in Bury will bring positive benefits to the village.

Policy	Delivery Partners	Implementation Method
Sustainable Growth		
Policy G1 - Definition of 'Built-up Area' (Settlement Boundary)	PC, HDC, PD & LR	Determination of Planning Applications
Policy G2 - Comprehensive Development of Former Airfield	PC, HDC, PD, LR & B	Determination of Planning Applications
Policy G3 - Community Engagement	PC, PD, LR, CG, B & HDC	Pre-Application Consultation and Determination of Planning Applications
Policy G4 - Local Housing Needs	PC, HDC, PD, LR & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives
Infrastructure, Services and Facilities		
Policy ISF1 - Sustainable Transport	PC, HDC, CCC, PD, LBO, LR, B & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives

Policy	Delivery Partners	Implementation Method
Infrastructure, Services and Facilities (Continued)		
Policy ISF2 - Highway Impact	PC, HDC, CCC, PD, LR, B & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives
Policy ISF3 - Rights of Way Network	PC, CCC, HDC, PD, LR & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives
Policy ISF4 - Infrastructure Provision	PC, HDC, CCC, HP, PD, LS, LBO, LR, B & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives
Policy ISF5 - Protection of Community Assets	PC, HDC, PD, HP, LR, LS & CG	Determination of Planning Applications
Natural and Built Environment		
Policy NE1 - Local Green Space	PC, HDC, PD, LR, B & CG	Determination of Planning Applications & Planning Obligations and Community Infrastructure Levy or Community Initiatives
Policy NE2 - Protected Settlement Breaks	PC, HDC, PD, LR, B & CG	Determination of Planning Applications or Community Initiatives

37.5 Bury Parish Council is committed to Localism and bringing greater locally informed influence over planning decisions and it will be the key organisation in the implementation, monitoring and review of the Neighbourhood Plan. The Council will build upon its excellent track record in engaging in planning decisions (reactively through being consulted and proactively through promoting the policies and proposals of this Plan), and by delivering projects and infrastructure for the local community. However, the Council recognises the need to involve a range of other organisations if the potential of this plan is to be realised.

37.6 In England, communities that draw up a Neighbourhood Plan and secure the consent of local people in a referendum, which is then legally “Made”, benefit from 25% of the Community Infrastructure Levy (CIL) revenues arising from development that takes place in their area. However this only applies to development permitted after the making of the NP and is not applied retrospectively. Up until that time the provision of eligibility for 15% of the CIL generated in the area applies.



37.7 Contributions through the Community Infrastructure Levy (CIL) will be obtained from any housing development taking place in the Parish. The Neighbourhood Proportion of the CIL

and any financial contributions will be focused on assisting the delivery of community infrastructure projects in Bury. The money raised through CIL is used to fund district-wide and local infrastructure projects that benefit local communities as set out in Section 216 (2) of the Planning Act 2008. The Neighbourhood proportion of the CIL monies will be spent on local infrastructure as detailed in the supporting text to Policy ISF4 - Infrastructure Provision.

- 37.8 In addition, the Parish Council will seek to influence annual and other budget decisions by Huntingdonshire District Council and Cambridgeshire County Council on housing, open space and recreation, economic development, community facilities and transport, through respective plans and strategies. The Parish Council will also work with the appropriate agencies and organisations to develop funding bids aimed at achieving Neighbourhood Plan policies and objectives. This might include the Lottery, UK Government programmes, EU Funds and any partnership programmes.

Monitoring and Review

- 38.1 Continual plan review is a fundamental element of the planning system. It is important to check that the plan is being implemented correctly, ensure that outcomes match objectives and to change the plan if they are not. This Neighbourhood Plan will be carefully monitored by the Parish Council and reviewed if it becomes apparent that the vision, goals and objectives of the Plan are not being met.

- 38.2 Monitoring is a shared responsibility of the Parish Council as the qualifying body; Huntingdonshire District Council as the Local Planning Authority; and users of the Neighbourhood Plan. The Parish Council will consider the effectiveness of the policies and proposals in the Neighbourhood Plan each time it makes representations on a planning application; alongside seeking views on the Neighbourhood Plan at each Annual Parish Meeting. The Parish Council will request Huntingdonshire District Council to raise with it any issues arising out of the development management process in determining individual planning applications. Users of the Neighbourhood Plan are encouraged to make comments on monitoring of the Neighbourhood Plan to the Parish Council at any point.



- 38.3 The Neighbourhood Plan has been prepared to guide development up to 2036. It is unlikely that the Neighbourhood Plan will remain current and entirely relevant for the entire plan period and may, in whole or in part, require some amendments before 2036.
- 38.4 There are a number of circumstances under which a partial review of the plan may be necessary, in accordance with best practice, Bury Parish Council and its partners will consider undertaking a partial review of the Neighbourhood Plan no later than 5 years following its finalisation.

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Glossary

39.1 The majority of the glossary is copied from the NPPF to ensure consistency. The terms set out below are either included within the Neighbourhood Plan or are within parts of the NPPF or the Huntingdonshire Local Plan to 2036 that is referred to in the Neighbourhood Plan.

Affordable housing: Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following categories: affordable housing for rent; starter homes; discounted market sales housing; and other affordable routes to home ownership including shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). *[Note a more detailed definition is included in the NPPF]*

Amenity: A positive element or elements that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the inter-relationship between them, or less tangible factors such as tranquillity.

Ancient Woodland: Land that has had continuous woodland cover since 1600AD as designated by Natural England.

Conservation (for heritage policy): The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.

Community Infrastructure Levy (CIL): A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

Core Strategy: The Huntingdonshire Core Strategy which forms part of the Development Plan setting out the spatial vision and strategic objectives of the planning framework for an area.

Development plan: This includes adopted Local Plans and Neighbourhood Plans and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.

Economic development: Development, including those within the B Use Classes, public and community uses and main town centre uses (but excluding housing development).

Ecological networks: These link sites of biodiversity importance.

Green infrastructure: A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.



Green community infrastructure: A network of multi-functional green space, urban and rural, which is aimed at meeting community needs for play, healthy living and recreation. This includes children's play areas; sports playing pitches; open space; natural greenspace; and allotments.

Heritage asset: A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).

Historic environment: All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.

International, national and locally designated sites of importance for biodiversity: All international sites (Special Areas of Conservation, Special Protection Areas, and Ramsar sites), national sites (Sites of Special Scientific Interest) and locally designated sites including Local Wildlife Sites.

Living Conditions: The circumstances affecting the way in which people live, especially with regard to their well-being. Relevant factors include: internal space; access to external space; outlook; privacy; daylight; sunlight; overbearing impact; impact from pollution including noise.

Local planning authority: The public authority whose duty it is to carry out specific planning functions for a particular area. The local planning authority for Bury is Huntingdonshire District Council.

Local Plan: The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004.

Neighbourhood plans: A plan prepared by a Town or Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004).



NPPF: National Planning Policy Framework, this forms the overall planning policy produced by the Government to inform the making of Development Plans including Neighbourhood Plans and decision making on planning applications.

NPPG or PPG: Planning Practice Guidance, this forms the overall national planning practice guidance and advice produced by the Government to inform the making of Development Plans including Neighbourhood Plans and decision making on planning applications.

Older people: People over retirement age, including the active, newly-retired through to the very frail elderly, whose housing needs can encompass accessible, adaptable general needs housing for

those looking to downsize from family housing and the full range of retirement and specialised housing for those with support or care needs.

Open space: All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.

Personal Safety: an individual's ability to go about their everyday life, moving around the Parish to access services and facilities by any mode of transport, free from the threat or fear of psychological, emotional or physical harm from other users of the transport and highway network.

Policies Map: A document which illustrates on a base map all the policies and proposals contained in this Neighbourhood Plan or another document which forms part of the Development Plan.

Planning condition: A condition imposed on a grant of planning permission (in accordance with the Town and Country Planning Act 1990) or a condition included in a Local Development Order or Neighbourhood Development Order.

Planning obligation: A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

Previously developed land: Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.

Scheduled Ancient Monument (SAM) or Scheduled Monument: Those monuments that are given legal protection by being scheduled by Historic England.

Settlement Boundary: The boundary drawn around various towns and villages to limit new development and define the 'built-up area' of Bury. Outside of the settlement boundary is considered to be the countryside.

Significance (for heritage policy): The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.



Site of Special Scientific Interest: Sites designated by Natural England under the Wildlife and Countryside Act 1981.

Special Area of Conservation (SAC): Areas which have been given special protection under the European Union's Habitat Directive, as identified by Natural England.

Special Protection Area (SPA): Strictly protected sites classified for wild and vulnerable birds.

Strategic Environmental Assessment: A procedure (set out in the Environmental Assessment of Plans and Programmes Regulations 2004) which requires the formal environmental assessment of certain plans and programmes which are likely to have significant effects on the environment.

Supplementary planning documents: Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.

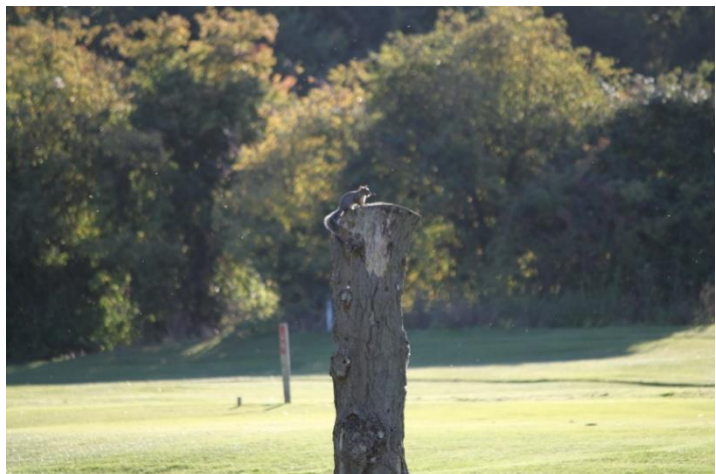
Sustainable development: Resolution 42/187 of the United Nations General Assembly defined sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs. The UK Sustainable Development Strategy Securing the Future set out five 'guiding principles' of sustainable development: living within the planet's environmental limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly.

Sustainable growth: The growth of Bury as a community through the provision of additional housing to meet the needs identified; whilst safeguarding the provision of services and facilities; protecting and allowing further local employment; and protecting the character and appearance of the village including their green areas.

Sustainable transport modes: Any efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, low and ultra-low emission vehicles, car sharing and public transport.

Transport assessment: A comprehensive and systematic process that sets out transport issues relating to a proposed development. It identifies what measures will be required to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport and what measures will need to be taken to deal with the anticipated transport impacts of the development.

Wildlife corridor: Areas of habitat connecting wildlife populations.



Appendix 1 – History of Bury

- 40.1 Bury and Hepmangrove were traditionally two settlements but now form one single village known as Bury. The village still retains several 17th-century half-timbered thatched or tiled cottages, some of which have been refaced with brick, but most of the houses are of brick with slate or tile roofs. The former ancient stone bridge of one arch which crossed the Brook was replaced in 1925 by a wider bridge. The north-west side of the bridge was traditionally Hepmangrove, in which the greater part of the current village of Bury lies.
- 40.2 Bury has grown in population from 179 in 1911, peaking at 2,064 in 1951 before dropping back to 975 in 1981 at the end of the RAF use of Upwood Airfield. The population has risen again to 1,938 in 2011.

Parish	1911	1921	1931	1951	1961	1971	1981	1991	2001	2011
Bury	179	300	303	2064	1165	1069	975	1710	1713	1938

- 40.3 The parish of Bury lies to the south of Ramsey. It is of very irregular shape, projecting a considerable distance into the fen on the east side of the road from Ramsey to St. Ives. From east to west at its widest part, it is about 2.5 miles and from north to south about 1.75 miles. It covers approximately 585 hectares of which around a third is fenland. The land rises on both sides of the brook which runs through the parish from north-east to south-west to a height of up to 17m AOD at Mill Mound. Much of the fenland and the higher land is ploughed. The soil is a strong black loam and the subsoil clay. The main crops are wheat, oats, beans and peas on the higher land, and potatoes, celery, sugar-beet and the ordinary cereals on the fenland

- 40.4 Hepmangrove originally was to have been connected with Ramsey parish, and the brook running through the village of Bury formed the boundary between it and Bury. From the deeds relating to tenements and lands situated within its boundaries, it appears to have been, before the Dissolution of the Monasteries, a populous suburb of Ramsey. Both Bury and Hepmangrove lay within the Banlieu.

- 40.5 At the southern end of the village is Bury Hall, a brick house with a slate roof, built by Mr. Abraham Staffurth about 1860. A short distance northward, after passing some cottages and some houses, is the church, occupying a commanding position on a slight eminence. To the east of the church is the rectory built by Lady Olivia Bernard Sparrow in 1845 and conveyed to the living in 1850. Opposite the church is the old Manor House of Bury, a late 16th-century half-timber building with tiled roof, which is now divided into two tenements. The land falls somewhat steeply here to the brook, known as High Lode; the former ancient stone bridge of one arch which crossed it was replaced in 1925 by the present somewhat wider bridge. The north-west side of the bridge was traditionally in Hepmangrove in which the greater part of the current village of Bury lies. On the north side of the road is the old parish school built by Lady Olivia Bernard



Sparrow in or about 1845 and handed over to the rector and churchwardens in 1878 by the Duke of Manchester. Further along the road towards Ramsey is a 17th-century timber-framed house with diagonal chimney shafts.

- 40.6 A little way down the road to Upwood is the Green Dragon, formerly a public house (now a private residence), behind which in a little field the church of Hepmangrove is said to have stood, but no remains of it exist above ground. Further north along the road are the Britannia Iron Works, formerly the type foundry of Messrs. Hughes and Kimber but now disused.
- 40.7 The Royal Flying Corps requisitioned 160 acres of farmland near the village of Upwood in 1917. In September of that year the station opened as Bury (Ramsey), subsequently it became RAF Upwood and then Upwood Airfield. At the end of RAF use of the station in 1981, the United States Air Force was given control of Upwood by the Ministry of Defence. USAF airmen from RAF Alconbury had been living in the Upwood housing area since the mid-1970s. In 1986, a multimillion-dollar medical facility was opened to provide out-patient services to American military members and dependents in the area.

- 40.8 RAF Upwood was returned to the British government control in September 1995 and with the number of airmen assigned to the area reduced, the need for housing became less and less. By 2005 the last USAF family moved out of the Upwood housing area and it was returned to the MOD. The medical facilities, however, remained open albeit in a reduced capacity until it finally closed on 26 October 2012. Most, but not all of Upwood Airfield lies in Bury Parish with parts also lying within the Parishes of Ramsey and Upwood and the Raveleys.

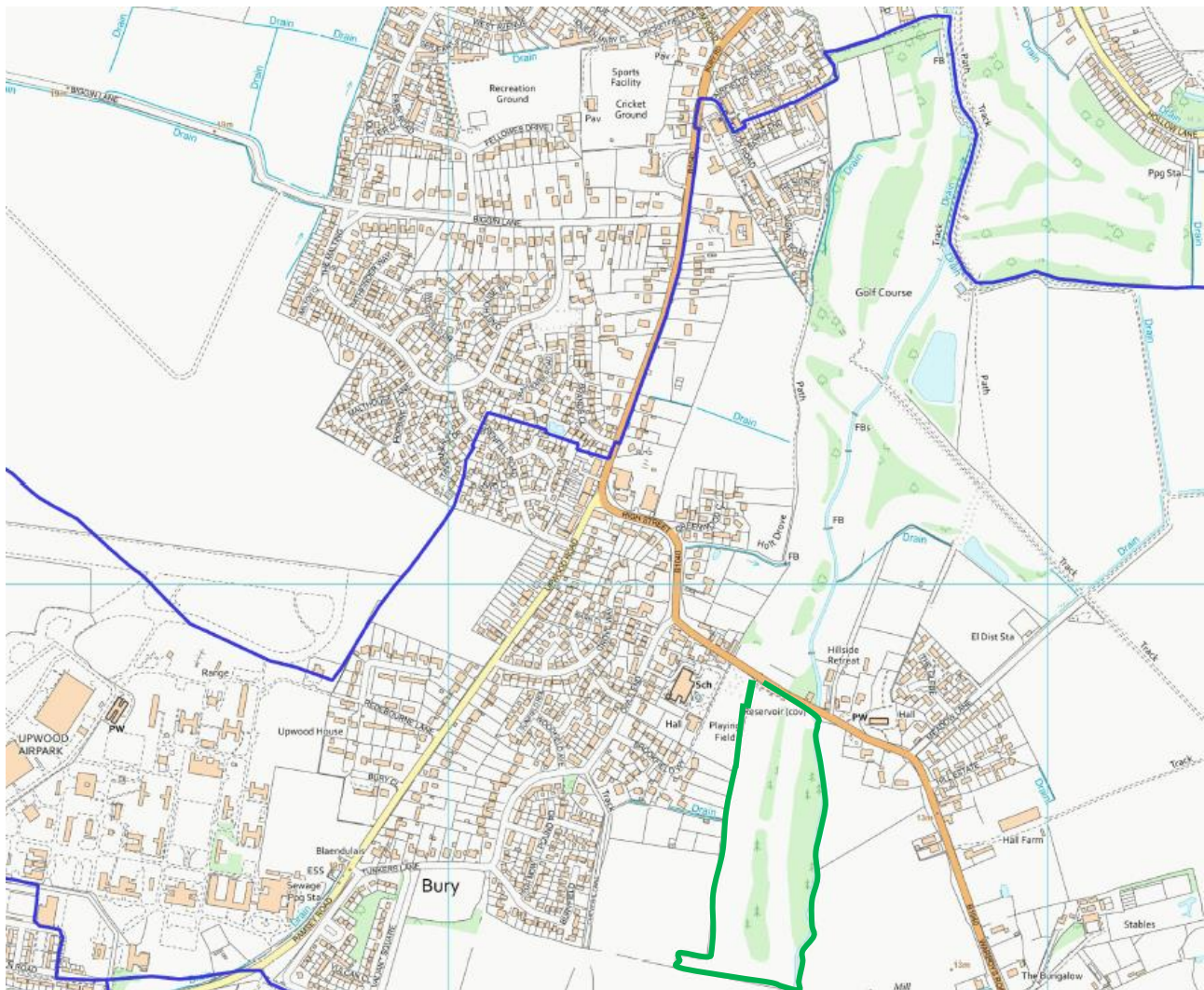


- 40.9 Parts of Bury immediately about the town of Ramsey, that town has a population of 8,479. It provides a number of higher order local services and facilities that are used by the residents of Bury Village. Bury Village has a number of important local services and facilities including a Parish Church; Village Hall; Primary School; Village Store; Play Area; Recreation Ground; Garage/Filling Station; and Public House.
- 40.10 The church of Holy Cross in Bury is built of rubble with Barnack stone dressings and the roofs are covered with slates and tiles. It consists of a chancel (27 ft. by 14½ ft.), nave (48 ft. by 19½ ft.), a north aisle (7½ ft. wide), west tower (11 ft. by 10 ft.), and formerly a western chapel (about 35 ft. by 21½ ft.). Holy Cross church, Bury, has just three bells but one of them is very special. It is one of the oldest bells in the country still ringing. She was cast nearly 640 years ago round about 1380. But she is special for another reason: The bell is one of just 142 surviving Royal Head (RH) bells, out of 66,000 bells in the country. An RH bell has an image of a king or queen cast into it: It is probably Anne of Bohemia, queen of Richard II. Also, it has the words AVE MARIA either side of the head.
- 40.11 Ramsey is one of the five principal towns in the District of Huntingdonshire, the others being St Ives, St Neots, Huntingdon and Godmanchester. In planning terms Huntingdonshire District Council aligns the village of Bury with the town of Ramsey in a defined Spatial Planning Area. Huntingdonshire is still predominantly rural in character with an area of approximately 350 square miles. The population is currently 169,508, with approximately half living in the four market towns of Huntingdon, St Neots, St Ives and Ramsey and most of the remainder in almost 100 villages. As part of the Ramsey Spatial Planning Area, Bury is identified for growth largely centered on the Upwood Airfield site.

Appendix 2 - Descriptions of Designated Local Green Spaces

41.1 Draft Local Green Spaces were identified in the Draft Neighbourhood Plan and these were consulted upon. Details on how Local Green Spaces were identified and details of the consultation is contained in the supporting document 'Local Green Spaces Evidence'. The following final Local Green Spaces have been designated:

Local Green Space Name: Ramsey Golf Course (South of High Street)



Ramsey Golf Course - Local Green Space © Crown Copyright OS Licence Number 0100055891

Owner: Ramsey Club Company Ltd

Close Proximity	Demonstrably Special Significance					Local in Character
	Beauty	Historic Significance	Recreational Value	Tranquillity	Wildlife Richness	
✓	✓		✓	✓	✓	✓

The area forms part of the southern green fringe of the village adjacent to but outside of the Conservation Area boundary, and the golf course dominates the landscape in this area. Bury brook and the golf course form an important green corridor connecting historic Bury to the newer areas

Bury Village Neighbourhood Plan

of Bury. The valley landscape of Bury brook is of high quality and provides an open, attractive landscape setting to Bury. Any development would be visually intrusive and adversely impact the character and attractive setting of the settlement. It would also diminish the green wedge which provides a separation between historic Bury and the more modern parts of Bury.

The Golf Course to the south of the B1040 although not crossed by any public rights of way provides important vistas from the well-used public right of way which runs through the Playing Field. The openness of the Golf Course contributes to the beauty and tranquillity of these public right of way which provide a valuable recreational resource to the local community. The Golf Course although being a private club is a valuable recreational resource for the local community of Bury and wider afield.

Local Green Space Name: Bury Holy Cross Churchyard and Cemetery



Bury Holy Cross Churchyard and Cemetery - Local Green Space © Crown Copyright OS Licence Number 0100055891

Owner: Diocese of Ely and Bury Parish Council

Close Proximity	Demonstrably Special Significance					Local in Character
	Beauty	Historic Significance	Recreational Value	Tranquillity	Wildlife Richness	
✓	✓	✓		✓		✓

Bury Holy Cross church dates from the 12th century and was originally the mother church of Ramsey Abbey. Set on a hill the church commands impressive views across the settlement and surrounding fenlands. The churchyard was closed by order of the Privy Council in 1907 and the adjoining cemetery was started. It is maintained by the Parish Council in an eco-friendly way and includes an area maintained by the War Graves Commission and a garden of remembrance. The adjoining field owned by Bury Parish council and currently laid to pasture, is included as the cemetery has been extended and recently consecrated, having received planning permission in January 2006 (0503612FUL). This beautiful setting has its own tranquillity and peacefulness enjoying inspiring and uninterrupted views over the countryside.

Local Green Space Name: Bury Playing Fields (x2)



Bury Playing Fields (x2) - Local Green Space © Crown Copyright OS Licence Number 0100055891

Owner: Bury Parish Council

Close Proximity	Demonstrably Special Significance					Local in Character
	Beauty	Historic Significance	Recreational Value	Tranquillity	Wildlife Richness	
✓			✓	✓		✓

The area comprises a small and large playing field either side of the village hall. The space is reasonably level and predominantly grass. Both fields were assigned in March 2013 to Fields in Trust (registered charity number 306070) and designated Queen Elizabeth II fields in honour of the Queen's diamond jubilee. The smaller field contains a younger children's play area, maintained by the Parish Council, with an adjacent seating area and small garden. Running along one side is a zip-wire.

The larger field contains a youth shelter, outdoor gym equipment designed for older children and adults and is currently marked out with a football pitch and short running track for use by the Bury Primary school. The southern boundary of the field adjoins the golf course. The Rothschild Way long-distance public right of way runs through the larger playing field.

The map shows the town of Bury, Greater Manchester. A green rectangle highlights the location of Bury Church of England School. Other labeled features include 'The Cross', 'Bury Bridge', 'Playing Field', 'Play Area', and 'Bury'. The map also shows various streets and landmarks, including 'The Cross', 'Bury Bridge', 'Playing Field', 'Play Area', and 'Bury'.

Owner: Caton Will Trust

Close Proximity	Demonstrably Special Significance					Local in Character
	Beauty	Historic Significance	Recreational Value	Tranquillity	Wildlife Richness	
✓			✓			✓

Local Green Space Name: Land at Signal Road

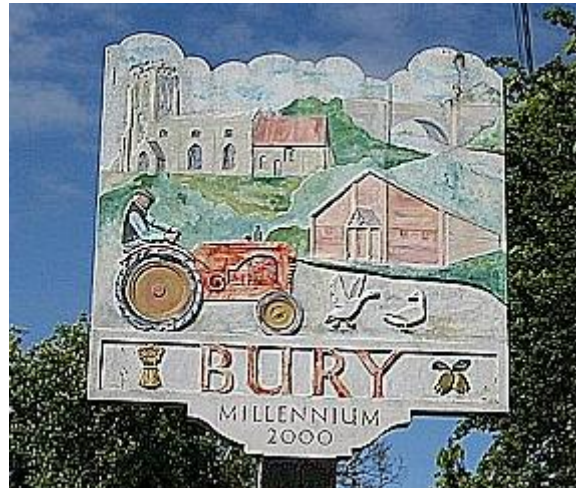


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Owner: Management Company

Close Proximity	Demonstrably Special Significance					Local in Character
	Beauty	Historic Significance	Recreational Value	Tranquillity	Wildlife Richness	
✓			✓	✓		✓

The area comprises a small well-equipped play area and a larger area which provides the opportunity for informal recreation. It has the visual appearance of a modern style village green and makes an important contribution to the character and appearance of the local area and local play provision.



Bury Village Neighbourhood Plan 2019-2036

January 2020
(Referendum Version)

The Neighbourhood Plan for the Parish of Bury produced in
accordance with the Neighbourhood Planning Regulations 2012

Bury Village Neighbourhood Plan



<https://buryparishcouncil.co.uk/index.php/neighbourhood-plan/>

Bury Parish Council

NEIGHBOURHOOD-PLAN.CO.UK

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Report on Bury Village Neighbourhood Plan 2019 - 2036

**An Examination undertaken for the District Council of Huntingdonshire
with the support of the Bury Parish Council on the September 2019
submission version of the Plan.**

Independent Examiner: David Hogger BA MSc MRTPI MCIHT

Date of Report: 19 December 2019

Intelligent Plans and Examinations (IPE) Ltd, 29 Monmouth Street, Bath BA1 2DL

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Appendix 2: The Examiners Report of Bury Village Neighbourhood Plan

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Appendix 2: The Examiners Report of Bury Village Neighbourhood Plan

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Appendix 2: The Examiners Report of Bury Village Neighbourhood Plan

Main Findings - Executive Summary

From my examination of the Bury Village Neighbourhood Plan (the Plan/BVNP) and its supporting documentation including the representations made, I have concluded that subject to the policy modifications set out in this report, the Plan meets the Basic Conditions.

I have also concluded that:

- The Plan has been prepared and submitted for examination by a qualifying body – Bury Parish Council;
- The Plan has been prepared for an area properly designated – the Neighbourhood Area as shown on Map 2 of the Plan (page 13);
- The Plan specifies the period to which it is to take effect – 2019 to 2036; and
- The policies relate to the development and use of land for a designated neighbourhood area.

I recommend that the Plan, once modified, proceeds to Referendum on the basis that it has met all the relevant legal requirements.

I have considered whether the referendum area should extend beyond the designated area to which the Plan relates and have concluded that it should not.

1. Introduction and Background

Bury Village Neighbourhood Plan 2019-2036

- 1.1 The settlement of Bury lies immediately to the south of the town of Ramsey and I saw on my visit that it is primarily an attractive residential area. Although there is a range of building styles and ages, the village nevertheless displays a distinctive sense of place. The village enjoys a number of community facilities and services, including the Village Hall, the Primary School, the Public House and the petrol filling station. The close proximity of Ramsey provides some further opportunities for the residents of the village, for example in terms of retail, employment and education.
- 1.2 Work on the Bury Village Neighbourhood Plan started in earnest in 2012 and included the publication of a questionnaire in July/August 2012. Subsequently a wide range of consultation events were arranged and the submitted BVNP represents several years of detailed analysis and consideration of the issues. As a consequence of the work undertaken, a clear vision for the local community has been established, with a set of well-developed Goals and Objectives.

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The Independent Examiner

- 1.3 As the Plan has now reached the examination stage, I have been appointed as the examiner of the BVNP by Huntingdonshire District Council (HDC), with the agreement of the Bury Parish Council (BPC).
- 1.4 I am a chartered town planner and former government Planning Inspector, with extensive experience in the preparation and examination of development plans and other planning documents. I am an independent examiner, and do not have an interest in any of the land that may be affected by the draft Plan.

The Scope of the Examination

- 1.5 As the independent examiner I am required to produce this report and recommend either:
- (a) that the neighbourhood plan is submitted to a referendum without changes; or
 - (b) that modifications are made and that the modified neighbourhood plan is submitted to a referendum; or
 - (c) that the neighbourhood plan does not proceed to a referendum on the basis that it does not meet the necessary legal requirements.
- 1.6 The scope of the examination is set out in Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990 (as amended) ('the 1990 Act'). The examiner must consider:
- Whether the Plan meets the Basic Conditions;
 - Whether the Plan complies with provisions under s.38A and s.38B of the Planning and Compulsory Purchase Act 2004 (as amended) ('the 2004 Act'). These are:
 - it has been prepared and submitted for examination by a qualifying body, for an area that has been properly designated by the local planning authority;
 - it sets out policies in relation to the development and use of land;
 - it specifies the period during which it has effect;
 - it does not include provisions and policies for 'excluded development';

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- it is the only neighbourhood plan for the area and does not relate to land outside the designated neighbourhood area;
- whether the referendum boundary should be extended beyond the designated area, should the Plan proceed to referendum; and
- Such matters as prescribed in the Neighbourhood Planning (General) Regulations 2012 (as amended) ('the 2012 Regulations').

1.7 I have considered only matters that fall within Paragraph 8(1) of Schedule 4B to the 1990 Act, with one exception. That is the requirement that the Plan is compatible with the Human Rights Convention.

The Basic Conditions

1.8 The 'Basic Conditions' are set out in Paragraph 8(2) of Schedule 4B to the 1990 Act. In order to meet the Basic Conditions, the neighbourhood plan must:

- Have regard to national policies and advice contained in guidance issued by the Secretary of State;
- Contribute to the achievement of sustainable development;
- Be in general conformity with the strategic policies of the development plan for the area;
- Be compatible with and not breach European Union (EU) obligations; and
- Meet prescribed conditions and comply with prescribed matters.

1.9 Regulation 32 and Schedule 2 to the 2012 Regulations prescribes a further Basic Condition for a neighbourhood plan. This requires that the making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017)¹.

¹ This revised Basic Condition came into force on 28th December 2018 through the Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018.

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2. Approach to the Examination

Planning Policy Context

- 2.1 The planning policy framework for the District (excluding minerals and waste development) is Huntingdonshire's Local Plan to 2036 (HLP) which was adopted in May 2019.
- 2.2 The planning policy for England is set out principally in the National Planning Policy Framework (NPPF), published in February 2019. Advice on how the policies in the NPPF should be implemented is included in the Planning Practice Guidance (PPG).

Submitted Documents

- 2.3 I have considered all policy, guidance and other reference documents I consider relevant to the examination, including those submitted which comprise:
- the submission Bury Village Neighbourhood Plan 2019-2036, (September 2019);
 - Map 2 of the Plan (page 13), which identifies the area to which the proposed Neighbourhood Development plan relates;
 - the Consultation Statement (September 2019);
 - the Basic Conditions Statement (September 2019);
 - all the representations that have been made in accordance with the Regulation 16 consultation;
 - the Strategic Environment Assessment (SEA) Screening Request (September 2019);
 - the Habitats Regulation Assessment (HRA) Screening Request (September 2019); and
 - the responses of HDC and BPC (dated 25 November and 22 November 2019 respectively) to the questions annexed to my procedural letter of 14 November 2019².

Site Visit

- 2.4 I made an unaccompanied site visit to the Neighbourhood Plan Area on 18 November 2019 to familiarise myself with the locality, and visit relevant sites and areas referenced in the Plan and evidential documents.

Written Representations with or without Public Hearing

- 2.5 This examination has been dealt with by written representations. I considered hearing sessions to be unnecessary as the consultation responses clearly articulated the objections to the Plan and presented arguments for and against the Plan's suitability to proceed to a referendum.

² View at: [https://www.huntingdonshire.gov.uk/planning/neighbourhood-planning/IntelligentPlansandExaminations\(IPE\)Ltd,29MonmouthStreet,BathBA12DL](https://www.huntingdonshire.gov.uk/planning/neighbourhood-planning/IntelligentPlansandExaminations(IPE)Ltd,29MonmouthStreet,BathBA12DL)
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Modifications

- 2.6 Where necessary, I have recommended modifications to the Plan (**PMs**) in this report in order that it meets the Basic Conditions and other legal requirements. For ease of reference, I have listed these modifications separately in the Appendix.

3. Procedural Compliance and Human Rights

Qualifying Body and Neighbourhood Plan Area

- 3.1 The BVNP has been prepared and submitted for examination by the BPC, which is a qualifying body.
- 3.2 It is the only Neighbourhood Plan for the locality and does not relate to land outside the designated Neighbourhood Plan Area, as shown on Map 2 of the Plan.

Plan Period

- 3.3 The Plan specifies clearly the period to which it is to take effect, which is from 2019 to 2036.

Neighbourhood Plan Preparation and Consultation

- 3.4 The Consultation Statement (September 2019) summarises the consultation that has taken place on the BVNP from consultation on early issues in 2012 to the submission in 2019. As well as local residents, a wide range of other interested parties have been consulted. Public meetings have been held, open days were arranged, leaflets were distributed to all premises within the Parish and good use was made of the Bury Parish Council website and Facebook account to disseminate information.
- 3.5 The process has been appropriately thorough, and I consider that the opportunity has been available for all interested parties to contribute to the content of the BVNP, including at both the Regulation 14 stage (6 June 2019 to 18 July 2019) and the Regulation 16 stage (19 September 2019 to 31 October 2019).
- 3.6 Overall, I am satisfied that all the relevant statutory requirements in the 2012 Regulations have been met. I am also content that, in all respects, the approach taken towards the preparation of the BVNP and the involvement of interested parties in consultation, has been conducted

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through a transparent, fair and inclusive process. Due regard has been given to the relevant national advice on plan preparation and engagement and I also note that HDC considers the BVNP to be in general conformity with the adopted HLP.

Development and Use of Land

- 3.7 The Plan sets out policies in relation to the development and use of land in accordance with s.38A of the 2004 Act.

Excluded Development

- 3.8 The Plan does not include provisions and policies for 'excluded development'.

Human Rights

- 3.9 Neither BPC nor HDC has concluded that the BVNP breaches Human Rights (within the meaning of the Human Rights Act 1998) and, similarly, no representations have been made to this effect. From my independent, assessment I see no reason to disagree.

4. Compliance with the Basic Conditions

EU Obligations

- 4.1 The Neighbourhood Plan was screened for SEA and it was concluded that it was unnecessary to undertake SEA because there will be no significant environmental effects arising from the BVNP. Having read the Strategic Environmental Assessment Screening Request (September 2019) I support that conclusion - support that is strengthened by the fact that no objections were submitted by, for example, the Environment Agency, Natural England and Historic England.
- 4.2 Similarly it is concluded in the Habitats Regulations Assessment Screening Request (September 2019) that the BVNP will not have an adverse effect on the integrity of any internationally designated sites, either on its own or in combination with any other plans and that an Appropriate Assessment is not required. From my independent assessment of this matter, I have no reason to disagree, especially as again there were no objections raised by Natural England or others.

Main Issues

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- 4.3 I have approached the assessment of whether or not the BVNP complies with the Basic Conditions under two main headings:
- General issues of compliance of the Plan; and
 - Specific issues of compliance of the Plan policies.
- 4.4 In particular I have considered whether or not the BVNP complies with the Basic Conditions, particularly in terms of its relationship to national policy and guidance, the achievement of sustainable development and general conformity with the adopted Development Plan policies.

General Issues of Compliance of the Plan

National Policy, Sustainable Development and the Development Plan

- 4.5 The policies in the BVNP are set out under three main headings: Sustainable Growth; Infrastructure, Services and Facilities; and Natural and Built Environment. The accompanying Basic Conditions Statement (September 2019) satisfactorily sets out in some depth how the policies of the BVNP align with national and local policy and advice.
- 4.6 The Vision and Objectives for the area are appropriately summarised in the BVNP and they appear to accurately reflect the aspirations of the local community. Support is given, for example, to providing a mix of housing, creating a strong community and ensuring that the design and appearance of new development is of the highest standard and retains the attractiveness of the neighbourhood's 'leafy feel'.
- 4.7 The need to achieve sustainable development is a key objective and I am satisfied that all three dimensions to such development (economic, social and environmental)³ have been taken into account. Subject to the detailed comments on individual policies that I set out below, I conclude that the BVNP has had proper regard to national policy and guidance.
- 4.8 I conclude that the BVNP is in general conformity with the strategic policies of the Huntingdonshire's Local Plan to 2036 and, overall, the BVNP provides a satisfactory framework that will facilitate the achievement of the Goals and Objectives as set out on page 14 of the BVNP. Subject to the modifications that I recommend below, I conclude that the BVNP meets the Basic Conditions. I also consider that the policies (as amended) are supported by suitable evidence, are sufficiently clear and unambiguous and that they can be applied consistently and with confidence⁴.

Specific Issues of Compliance of the Plan Policies

³ Paragraph 8, NPPF 2019.

⁴ PPG Reference ID: 41-041-20140306.

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Introduction, Goals and Objectives

- 4.9 The Introduction satisfactorily introduces the reader to the background of the Neighbourhood Plan and the policy framework within which it sits. Four headline Goals are set out and these are refined into a set of thirteen Objectives. From my assessment of the evidence and my visit to the village, I am content that these are appropriate and fully reflect the aspirations of the local community.

Sustainable Growth

- 4.10 The introductory paragraphs of this chapter provide a profile of the village and summarise the strategic planning policy framework for the area as provided by the HLP to 2036. The latter document classifies Bury as being part of the 'Ramsey Spatial Area', which has two allocations in Bury – East of Valiant Square (policy RA 7) and former RAF Upwood and Upwood Hill House (policy RA 8).

Built-up Area (Policy G1)

- 4.11 It is explained on page 21 that the settlement boundary fulfils a specific purpose – namely to direct and enable growth in the settlement to take place in a coherent manner, whilst maintaining the form of the existing settlement geography and the landscape setting of the village. Policy G1 defines the built-up area of Bury and this is shown on the accompanying Map 3.
- 4.12 It was suggested that the definition of the settlement boundary is too restrictive, and reference was made by one respondent to the Examiner's Report for Godmanchester⁵, which recommends a looser form of wording to allow some limited forms of development outside the settlement boundary. I am not familiar with all the evidence that was presented in that case, but it is clear to me from reading the Examiner's Report that circumstances in Godmanchester are significantly different to those at Bury. For example, the Report confirms that Godmanchester is categorised as a key service centre and is located in one of the fastest growing areas in the country - the town is expected to accommodate about 8,600 residents by 2040 (see paragraphs 4.5 and 4.6 of the Report).
- 4.13 I consider it to be important that the characteristics of the village are not unduly threatened and, whilst it is important to make effective and

⁵ Examiner's Report on the Godmanchester Neighbourhood Plan (2017-2036), dated 30 August 2017. View at: <http://applications.huntingdonshire.gov.uk/moderngov/documents/s88622/Item%206%20-%20Godmanchester%20Neighbourhood%20Plan%20Appendix%202.pdf>

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sustainable use of land, this should not be done at the expense of achieving well-designed places⁶. My conclusion on this matter is strengthened by the fact that HDC has confirmed that the approach adopted by BPC is not in conflict with the policies of the adopted Local Plan and has followed the parameters set out in the Local Plan Built-up Areas definition and guidance, as found on pages 53-55 of the HLP. The approach taken is clearly set out in the 'Bury Village Neighbourhood Plan Settlement Boundary Methodology', dated September 2019, and I am satisfied that policy G1 and the delineated settlement boundary as shown on Map 3 are justified.

Comprehensive Development of Former Upwood Airfield (Policy G2)

- 4.14 The former Airfield was established in 1917 but since its closure it has been proposed for strategic development and the BVNP confirms that once developed the site, which includes an allocation of approximately 450 dwellings, will result in Bury effectively doubling in size. The site is included within the HLP as a mixed-use allocation under policy RA 8 (page 215).
- 4.15 I agree with BPC that a comprehensive approach towards development at the former Airfield is an important and valid aspiration. This will ensure that effective use of the land is achieved⁷ and that the delivery of good design will be a key component in the consideration of all detailed proposals. The scale of the development and diversity of requirements (as encapsulated in policy G2) fully justify the preparation of a Masterplan. Only in this way can a comprehensive and sustainable approach be assured.
- 4.16 Paragraphs 20.6 and 40.8 refer to 'Strawsons Property' as being the owner of the former Upwood Airfield. I understand that this may no longer be the case and therefore recommend, in **PM1** and **PM2**, that these references be deleted in the interests of accuracy⁸.
- 4.17 The redevelopment of the former Airfield will be a significant element in the evolution of the village, primarily because of its scale. It is therefore paramount that every effort is made to ensure that it assimilates well into the fabric of the community. I am satisfied that policy G2 will ensure that this objective is successfully achieved and that the Basic Conditions are met.

Community Engagement (Policy G3)

⁶ NPPF Chapter 12.

⁷ NPPF chapter 11.

⁸ Modification for the purpose of correcting errors is provided for in Paragraph 10(3)(e) of Schedule 4B to the 1990 Act.

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- 4.18 Community engagement is an important component in the achievement of sustainable development and policy G3 clearly establishes the approach to be taken.
- 4.19 The policy encourages developers to contact the Parish Council, but I consider that this wording should be strengthened to place a greater onus on developers to consider how pre-application community engagement should be undertaken. **PM3** is therefore recommended.
- 4.20 The third sentence of paragraph 21.1 refers to 'The law' but does not specify which 'law' is being referred to. In the interests of clarity, that reference should be deleted as set out in **PM4**.

Local Housing Needs (Policy G4)

- 4.21 Policy G4 provides support for residential development where the housing mix would reflect local housing need. In essence, at least 60% of the dwellings should be appropriate affordable housing and the remaining 40% should be for self-build and custom housing. My attention has been drawn to policy LP 28 of the HLP which refers to at least 60% of the 'site area' being for affordable housing – rather than the percentage number of dwellings. It has been suggested that there is a potential conflict between policy G4 and Local Plan policy LP 28. I agree, because one refers to the site area and the other to the number of dwellings.
- 4.22 It would not be clear to a decision maker how to react to a development proposal where the amount of affordable housing to be provided is a key issue⁹. This uncertainty would be strengthened by the fact that the policy specifically supports proposals that would meet 'the requirements of the Huntingdonshire Local Plan to 2036'. Although in terms of actual numbers there may be little to differentiate between the percentage of the site to be used for affordable housing and the percentage of the total number of houses proposed, I consider that there is the opportunity for confusion. Therefore, I recommend in **PM5**, that policy G4 be amended to more accurately reflect policy LP 28 of the HLP so that consequently both policies will refer to the percentage of the site area, rather than the percentage of the overall housing number. This will aid the interpretation and effectiveness of the policies and simplify the monitoring process. On that basis, I am satisfied that policy G4 meets the Basic Conditions.
- 4.23 Questions were raised in the consultation regarding the demand for self-build and custom housing plots. I am mindful that paragraph 61 of the NPPF supports self-build and custom house building and conclude that the BVNP reflects an appropriate approach. However, I would expect the

⁹ NPPF paragraph 16 (d).

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situation to be closely monitored in order to ensure that the objectives of the policy are being achieved.

Infrastructure, Services and Facilities

Sustainable Transport (Policy ISF1)

- 4.24 The provision of sustainable transport is a key national objective¹⁰ and although Bury and the surrounding area has a relatively poor transport infrastructure, the BVNP clearly provides support for improvements to be made.
- 4.25 Concern was expressed regarding the consequences of the accessibility requirements in the fourth paragraph of the policy for small sites or single dwelling proposals. Whilst I understand the comments made, the requirement is framed as a 'should' rather than a 'must' and on that basis, I consider it to be reasonable. In the interests of clarity, the second paragraph in the policy should start with the word 'Development' (**PM6**).

Highway Impact (Policy ISF2)

- 4.26 The level of traffic in the area is a major concern for many local residents and policy ISF2 establishes the need to safely accommodate any growth in traffic, whilst at the same time ensuring that the appropriate sustainable design and layout of new development is achieved. This is a satisfactory approach.
- 4.27 Reference to 'personal safety' is made in paragraph 24.12 but it is not clear exactly what is meant. Therefore, it is recommended that an appropriate definition be included in the Glossary (**PM7**).
- 4.28 I consider the wording of the first paragraph of policy ISF2 (regarding support for appropriate proposals) lacks clarity and therefore I recommend, in **PM8**, that the wording be amended to remove any doubt.
- 4.29 HDC has confirmed that policy ISF2 is in general conformity with the policies of the Local Plan¹¹ but, in the interests of clarity, HDC and BPC have agreed to three amendments. Firstly, the inclusion of a foot-note at the end of bullet point 2 (**PM9**); secondly, a foot-note in paragraph 27.2 (**PM10**); and finally, a foot-note in paragraph 27.5 (**PM11**). These additions will add clarity to the policy and ensure the Basic Conditions are met. Accordingly, I recommend them.

¹⁰ NPPF Chapter 9.

¹¹ See response from HDC to Examiner's Question 4.

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- 4.30 There is a lack of justification regarding the source of the assertions made in paragraph 24.8 regarding 'more people travelling further to work' and 'the average length of commute in Ramsey' being greater than the national average'. It is recommended that the source of this data is referenced in a footnote (**PM12**).

Rights of Way Network (Policy ISF3)

- 4.31 One element in achieving sustainable travel is the need to provide a safe and convenient network of footpaths and to improve those routes that already exist. Policy ISF3 establishes a way forward that meets the Basic Conditions, however, the second sentence in paragraph 26.3 is unclear and should be reworded appropriately (**PM13**).

Infrastructure Provision (Policy ISF4)

- 4.32 It is important that as the population of the village grows, the infrastructure to service the community also expands and improves. Policy ISF4 confirms that proposals should demonstrate that they have adequately considered (and where justified, proposed) appropriate infrastructure provision or improvements. The policy sets out a list of priorities and projects for which contributions may be sought, including the provision of cycle/pedestrian paths, provision of open green spaces and play areas and traffic calming measures.
- 4.33 However, concern was expressed by a respondent regarding the clarity of policy ISF4 and in particular whether or not it is appropriate to include the list of priority infrastructure projects within the policy itself. I share those concerns because some of the items listed may not be appropriate (e.g. Notice Boards) and others are at the very earliest stages of consideration (for example the 'possible' youth club and the 'potential land for a possible second playing field'). With this level of uncertainty, I consider that it is not appropriate to include the list within the policy itself because it does not set out clearly and unequivocally infrastructure improvements for which developers' contributions would be fully justified. Nevertheless, the list does clearly set out the Parish Council's aspirations and priorities in terms of local infrastructure improvements. On that basis, it should be retained within the supporting text of policy ISF4 and I recommend accordingly (**PM14**).
- 4.34 In the interests of clarity, the word 'of' should be deleted from the second line of paragraph 27.9 (**PM15**).

Community Assets (Policy ISF5)

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- 4.35 The provision and improvement of community facilities is an important element in delivering sustainable development and policy ISF5 seeks to protect the community assets that are listed in the policy, whilst also seeking to secure new and/or improved assets. With the growing population, this approach is fully justified.
- 4.36 Concern was expressed, however, regarding the application of policy ISF5 in terms of the petrol filling station. It was suggested the policy could be interpreted as including 'protection' for other nearby uses, for example the workshop and yard. The Parish Council has confirmed that the policy is intended to only cover the fuel station activity. I concede that there is a small likelihood of the policy being misinterpreted and therefore recommend that the last bullet point in policy ISF5 be clarified accordingly (**PM16**).
- 4.37 I have been told by the Parish Council that the owners of the identified community assets have been advised of the status of their properties/facilities and are aware of any potential implications.
- 4.38 In the interests of clarity the word 'facilities' should be inserted after 'community support' in the fourth sentence of paragraph 29.4 (**PM17**).

Natural and Built Environment

- 4.39 The BVNP does not include a specific policy regarding the design and appearance of new development. I note that paragraph 31.1 does include some advice on the matter but I have been advised by the Parish Council that matters of design and appearance are satisfactorily addressed in the policies of the adopted HLP. I am mindful that there is no need to repeat already adopted policy¹² and also the fact that the National Design Guide was published in October 2019, which itself is a material consideration¹³. On that basis, I consider there is no justification for over-riding the Parish Council's approach.
- 4.40 The BVNP does, however, satisfactorily record the heritage assets in the area and describe the elements of the natural environment that are of particular importance. There is also a map of the area at risk of flooding (page 51). However, there is no explanation as to the purpose of this map and whilst I appreciate to many people the information on the Plan may be clear, I consider there is a need to include a supporting paragraph to emphasise the need for vigilance with regard to flood risk¹⁴ and I recommend accordingly in **PM18**. With this modification, the Basic Conditions are met.

¹² NPPF paragraph 16 f).

¹³ View at: <https://www.gov.uk/government/publications/national-design-guide>

¹⁴ See chapter 14 of NPPF

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Local Green Space (Policy NE1)

- 4.41 Local Green Space (LGS) is a national designation, which in essence protects green areas that are of particular importance to the local community. Five areas of LGS are proposed (and are described in Appendix 2 of the BVNP) and the Parish Council has confirmed that it has engaged with all the owners of the proposed Green Spaces and responded appropriately to the comments they have made. The owners are aware of any implications of the designations.
- 4.42 I have read the BVNP–Local Green Spaces Evidence (September 2019). This succinctly explains the process followed, the public consultation undertaken and the final proposals that were agreed. With regard to Ramsey Golf Course, it is concluded that the golf course provides an important green corridor, an attractive landscape setting to Bury and a separation between 'historic Bury and the more modern parts of Bury'.
- 4.43 Concerns were expressed that the Ramsey Golf Course designation is not compliant with national advice. Paragraph 100 of the NPPF sets out three requirements for LGS designation which are, in summary: in close proximity to the community; demonstrably special to the community and with a particular local significance; and local in character and not an extensive tract of land. Further advice in the Planning Practice Guidance¹⁵ confirms that the purpose of the designation is to provide special protection against development for green areas of particular importance to the community. There are no rules regarding the size of proposed LGS, but they should not be extensive, so for example blanket designation of open countryside adjacent to settlements would not be appropriate.
- 4.44 Having visited the area and considered all the evidence, I conclude that the proposed golf course LGS is in close proximity to the community; it is special and has local significance; and when considered in terms of the characteristics of its setting in the community, it could not accurately be described as extensive or a blanket designation. My conclusions on this matter are strengthened by the fact that HDC does not object to this designation¹⁶.
- 4.45 Concern was expressed that the designation of the BMX Track LGS may hinder the expansion of the adjacent school, but I received no evidence that such expansion is currently being considered. I therefore conclude that the proposed LGS is an area of importance to the local community and that it meets the criteria in paragraph 100 of the NPPF.

¹⁵ Starting at PPG Reference ID: 37-005-20140306.

¹⁶ See Council's response to Question 6 in my Matters and Questions correspondence.

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- 4.46 I am satisfied that all five areas of proposed LGS are compliant with the national guidance on the matter and that consequently the Basic Conditions have been met.

Protected Settlement Break (Policy NE2)

- 4.47 One of the stated Objectives of the BVNP is to maintain the distinct village identity and to ensure 'that further coalescence with Ramsey does not take place' (page 15). Having visited the area and seen the fragility of the gap between the two settlements, I am satisfied that the objective of the Parish Council to retain the separate identity of the two communities (as far as is possible) is justified. To that end, policy NE2 seeks to protect the remaining settlement break between Bury and Ramsey.
- 4.48 It was suggested that the wording of the policy is ambiguous, but it is clear to me that the presumption is against development unless the physical and visual separation between the two settlements is secured. In the circumstances, that is a reasonable approach to take. I am mindful that the HLP places Bury and Ramsey together as a Single Spatial Planning Area (SSPA), but there is no reason to conclude that within the SSPA the opportunity to retain the current distinctiveness of the two settlements should in any way be diluted.
- 4.49 In the interests of clarity, the word 'has' should be replaced by 'had' in the third sentence of paragraph 36.1 and I recommend accordingly (**PM19**) in order to satisfy the Basic Conditions.

Implementation, Delivery, Monitoring and Review

- 4.50 This chapter clearly sets out the partners involved in the delivery of the BVNP and establishes a commitment to the monitoring and review of the document. The onus is on the Parish Council to undertake the 'continual review' of the BVNP but I consider it reasonable to make reference in paragraph 38.2 to the District Council's role in identifying any pertinent issues to Bury stemming from the development management process.
- 4.51 In the interests of accuracy the text in paragraph 37.7 regarding the Community Infrastructure Levy (CIL) should be updated to reflect the current situation regarding the revisions made by the 2019 CIL Regulations¹⁷ (**PM20**).

¹⁷ The Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 remove, amongst other things, the requirement for a Regulation 123 List.

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- 4.52 As per paragraph 4.8 above, on the evidence before me, with the recommended modifications PM1-PM20, I consider that the policies within the BVNP are in general conformity with the strategic policies of the Development Plan for the area, have regard to national guidance, would contribute to the achievement of sustainable development and so would meet the Basic Conditions.

5. Conclusions

Summary

- 5.1 The Bury Village Neighbourhood Plan has been duly prepared in compliance with the procedural requirements. My examination has investigated whether the Plan meets the Basic Conditions and other legal requirements for neighbourhood plans. I have had regard for all the responses made following consultation on the Neighbourhood Plan, and the evidence documents submitted with it.
- 5.2 I have made recommendations to modify a number of policies and text to ensure the Plan meets the Basic Conditions and other legal requirements. I recommend that the Plan, once modified, proceeds to referendum.

The Referendum and its Area

- 5.3 I have considered whether or not the referendum area should be extended beyond the designated area to which the Plan relates. However, the BVNP, as modified, has no policy or proposals which I consider significant enough to have an impact beyond the designated Neighbourhood Plan boundary, requiring the referendum to extend to areas beyond the Plan boundary. I recommend that the boundary for the purposes of any future referendum on the Plan should be the boundary of the designated Neighbourhood Plan area.

Overview

- 5.4 It is clear that there has been significant community involvement in the preparation of the BVNP. The Bury Parish Council website has provided up-to-date advice and information on the consultation opportunities; local residents and businesses have been leafleted; public drop-in events have been held and an open afternoon was held in the village hall. It was particularly pleasing to see that the opportunity of mixing business with pleasure was taken at the Ramsey Carnival and the Bury Show. I am satisfied that reasonable efforts to engage the community in the process have been taken.
- 5.5 The efforts of the Parish Council in preparing the BVNP, which is generally a well-presented document, should be acknowledged. The Plan, if made,

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will become an important element in the planning policy framework for the area.

David Hogger

Examiner

Appendix 2: The Examiners Report of Bury Village Neighbourhood Plan

Appendix: Modifications (20)

Proposed modification number (PM)	Page no./ other reference	Modification
PM1	Paragraph 20.6 Page 24	Remove reference to Airfield owner: It is noted that the majority of the Upwood Airfield site is owned by Strawsons Property, although some parcels are in other ownership. However, t The concept
PM2	Paragraph 40.8 Page 64	Delete the last sentence: Much of Upwood Airfield is now owned by Strawsons Property for strategic development.
PM3	Policy G3 Page 25	In first line replace are encouraged to with should .
PM4	Paragraph 21.1 Page 25	Amend the start of the third sentence to read: The law sets out a very There is a limited range ...
PM5	Policy G4 Page 26	Amend the second paragraph of policy G4 to read: A proposal for rural exceptions housing where it meets the requirements of the Huntingdonshire Local Plan to 2036 will be supported where at least 60% of the housing site area is for affordable housing which has a housing mix that reflects the local housing need in Bury as demonstrated through the Bury Housing Needs Survey or other suitable local evidence. The remaining up to 40% of housing the site area should be prioritised for
PM6	Policy ISF1 Page 30	Insert Development before Pproposals in first line at the top of the page.
PM7	Glossary Page 61	Insert a new entry in the Glossary under Personal Safety to read: an individual's ability to go about their everyday life, moving around the Parish to access

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		services and facilities by any mode of transport, free from the threat or fear of psychological, emotional or physical harm from other users of the transport and highway network.
PM8	Policy ISF2 Page 36	Amend the first sentence of the policy to read: Proposals will be supported where they would not adversely affect the local highway network. Where proposals would negatively impact on the local highway network, where appropriate contributions will be sought, where appropriate , through a Planning Obligation or planning condition in order to minimise and mitigate those these impacts associated with the development.
PM9	Policy ISF2 Page 37	Insert a footnote to the first bullet point in the policy on page 37 to read: Identified improvement projects and their sources can be found in paragraphs 24.13 and 24.19 and associated tables.
PM10	Paragraph 27.2 Page 39	Insert a footnote in the first sentence of paragraph 27.2 to read: Primary healthcare needs and capacity can be obtained by contacting the Cambridgeshire and Peterborough Clinical Commissioning Group.
PM11	Paragraph 27.5 Page 39	Insert a footnote in first sentence of paragraph 27.5 to read: Educational need and capacity figures can be obtained by contacting Cambridgeshire County Council.
PM12	Paragraph 24.8 Page 32	Insert a footnote stating the source of the statements relating to 'more people travelling further to work' and the 'average length of commute being greater than the national average' as being the Ramsey Market Town Transport Strategy.

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PM13	Paragraph 26.3 Page 37	Clarify what is meant in the second sentence. As this is a matter of fact I shall leave the exact wording to the BPC.
PM14	Policy ISF4 Page 43	Transfer the last section of the policy (including all the bullet points) starting 'The priorities and projects ...' from the policy into the supporting text in a new paragraph 28.8 .
PM15	Paragraph 27.9 Page 41	Delete the word of after the word 'pupils'.
PM16	Policy ISF5 Page 46	Revise the last bullet point to read: Burton Brother's Filling Station (excluding car showroom, workshop and yard).
PM17	Paragraph 29.4 Page 44	Amend start of fourth sentence to read: Local community support facilities includes Honey Bumpkin Childminding
PM18	Paragraph 34.1 Page 51	Include further supporting text and footnote regarding flood risk to read: Inappropriate development in areas at risk of flooding should be avoided, by directing development away from areas at highest risk (whether existing or future). Where development is necessary in such areas the development should be made safe for its lifetime without increasing flood risk elsewhere. Footnote to read: See NPPF paragraphs 155 onwards and policy LP 5 of HLP.
PM19	Paragraph 36.1 Page 53	Amend end of third paragraph to read: and development hasd occurred.
PM20	Paragraph 37.7	Amend last sentence of paragraph 37.7 to read:

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	Page 57	The District Proportion of CIL monies will be spent as detailed in the Huntingdonshire Regulation 123 list; t The Neighbourhood proportion of the CIL monies will be spent on local infrastructure as detailed in the supporting text to policy ISF4 – Infrastructure Provision.
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Appendix 3 - The draft Decision Statement

Bury Village Neighbourhood Plan

Draft Decision Statement

Following an independent examination Huntingdonshire District Council's Cabinet confirmed on the 23 January 2020 that the Bury Village Neighbourhood Plan will proceed to a Neighbourhood Planning Referendum.

Background

The Bury neighbourhood area was designated on 7 October 2015 under the Neighbourhood Planning (General) Regulations (2012). The plan area covers the parish of Bury and is contiguous with the Parish council's administrative boundary.

Bury Parish Council, as the qualifying body, submitted the Bury Village Neighbourhood Plan and its supporting evidence to Huntingdonshire District Council on 5 September 2019. The statutory six-week submission consultation was held from 19 September 2019 to 31 October 2019.

Huntingdonshire District Council, in discussion with Bury Parish Council, appointed an independent examiner, Mr David Hogger BA MSc MRTPI MCIHT, to review whether the submitted Neighbourhood Plan met the Basic Conditions as required by legislation. Mr Hogger issued his report on 19 December 2019 which recommended that the Neighbourhood Plan, subject to the modifications proposed in his report, met the Basic Conditions and should proceed to referendum.

Following discussions with the qualifying body it was decided that the Examiner's recommendations would be accepted in full.

The Basic Conditions are:

- Having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the neighbourhood plan;
- The making of the neighbourhood plan contributes to the achievement of sustainable development;
- The making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area);
- The making of the neighbourhood plan does not breach, and is otherwise compatible with, European Union (EU) obligations; and
- Prescribed conditions are met in relation to the neighbourhood plan and prescribed matters have been complied with in connection with the proposal for the neighbourhood plan.

Regulations 32 and 33 of the Neighbourhood Planning (General) Regulations (2012) (as amended) set out two basic conditions in addition to those set out in primary legislation and referred to above. These are:

- The making of the neighbourhood plan is not likely to have a significant effect on a European site or a European offshore marine site either alone or in combination with other plans or projects
- Having regard to all material considerations, it is appropriate that the neighbourhood development order is made where the development described in an order proposal is Environmental Impact Assessment development (this is not applicable to this examination).

Decision and Reasons

Huntingdonshire District Council's Cabinet considered the recommendations on 23 January 2020 and agreed to accept the Examiner's proposed modifications and approve the Bury Village Neighbourhood Plan to proceed to referendum.

The modifications to the Neighbourhood Plan, as needed to ensure it meets the Basic Conditions and in accordance with the Examiner's recommendations are listed in the following table.

Examiner's Recommended Modifications Received 19 December 2019

The statement below sets out the modifications considered by the examiner as necessary to enable the submission neighbourhood plan to meet the required basic conditions. Strike-through text indicates a deletion and bold indicates the insertion of additional text.

Proposed modification number (PM)	Page no./ other reference	Modification
PM1	Paragraph 20.6 Page 24	Remove reference to Airfield owner: It is noted that the majority of the Upwood Airfield site is owned by Strawsons Property, although some parcels are in other ownership. However, t The concept
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Proposed modification number (PM)	Page no./ other reference	Modification
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PM8	Policy ISF2 Page 36	Amend the first sentence of the policy to read: Proposals will be supported where they would not adversely affect the local highway network. Where proposals would negatively impact on the local highway network, where appropriate contributions will be sought, where appropriate , through a Planning Obligation or planning condition in order to minimise and mitigate those these impacts associated with the development.
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Proposed modification number (PM)	Page no./ other reference	Modification
		average' as being the Ramsey Market Town Transport Strategy.
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CABINET APPOINTMENTS - 2019/20 (Updated 8.10.19 and 10.10.19)

Hinchingbrooke Country Park Joint Group (2 Conservative, 1 HDC Independent, 1 Liberal Democrat) (4)	Development Plan Policy Advisory Group (4 Conservative, 1 HDC Independent, 1 Liberal Democrat ,1 Labour) (7)	Member Development Group (3 Conservative, 1 HDC Independent, 1 Liberal Democrat ,1 Labour) (6)
Beuttell, M L	Butler, E R	Diaz, A
Sanderson, T D	Conboy, S J	Neish, J
Wilson, S R	Dew, D B	Morris, J P
West R J	Maslen, C J	Sanderson, T D
	Neish, J	Davies, J W
	Corney, S J	West, R J
	Wakeford, S	

Huntingdonshire District Council Growth and Infrastructure Thematic Group (2 Conservative, 1 HDC Independent, 1 Liberal Democrat) (4)
Conboy, S
Chairman of Development Management Committee
Executive Councillor for Strategic Planning
Sanderson, T D

Shared Services Joint Group
Executive Councillor for Corporate Services

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